

2025 EDUCATIONAL INSTITUTIONS PAYROLL CONFERENCE

Get the legislative and regulatory compliance updates you need to master the complexities of payroll in higher education!

19–22 October

San Antonio, Texas USA



PayrollOrg

Payroll.org/EIPC

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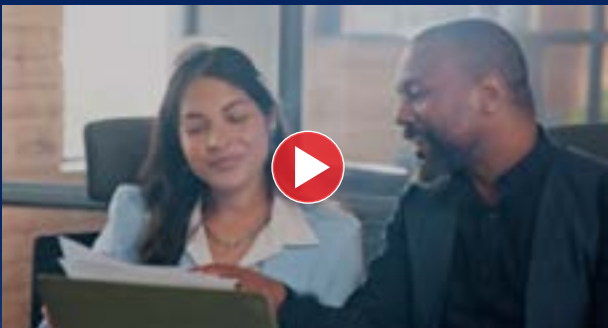
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Training Objectives For This Conference

- Understand how payroll analytics can optimize your payroll process and procedures along with examples of results
- Develop an understanding of what is necessary when paying terminated employees and deceased wage payments
- Identify nonresident alien student and faculty reporting requirements
- Interpret the IRS's requirements for fringe benefits unique to colleges and universities

Check out this video to see what the Educational Institutions Payroll Conference has to offer!



AGENDA

All times are in Central Time (CT)

SUNDAY, OCTOBER 19

- 1:00 P.M. – 5:30 P.M. | REGISTRATION
- 2:00 P.M. – 3:30 P.M. | WORKSHOP SESSION 1
- 3:30 P.M. – 4:00 P.M. | REFRESHMENT BREAK
- 4:00 P.M. – 5:30 P.M. | WORKSHOP SESSION 2
- 6:00 P.M. – 8:00 P.M. | COCKTAIL RECEPTION AND DINNER

MONDAY, OCTOBER 20

- 7:30 A.M. – 12:00 P.M. | REGISTRATION
- 8:00 A.M. – 8:45 A.M. | BREAKFAST
- 8:45 A.M. – 10:00 A.M. | WELCOME REMARKS
OPENING GENERAL SESSION
- 10:00 A.M. – 10:30 A.M. | REFRESHMENT BREAK
- 10:30 A.M. – 12:00 P.M. | WORKSHOP SESSION 3
- 12:00 P.M. – 1:30 P.M. | NETWORKING LUNCH
- 1:30 P.M. – 3:00 P.M. | WORKSHOP SESSION 4
- 3:00 P.M. – 3:30 P.M. | REFRESHMENT BREAK
- 3:30 P.M. – 5:00 P.M. | WORKSHOP SESSION 5

TUESDAY, OCTOBER 21

- 7:45 A.M. – 8:30 A.M. | BREAKFAST
- 8:30 A.M. – 10:00 A.M. | WORKSHOP SESSION 6
- 10:00 A.M. – 10:30 A.M. | REFRESHMENT BREAK
- 10:30 A.M. – 12:00 P.M. | WORKSHOP SESSION 7
- 12:00 P.M. – 2:00 P.M. | LUNCHEON GENERAL SESSION
- 2:00 P.M. – 3:30 P.M. | WORKSHOP SESSION 8
- 3:30 P.M. – 4:00 P.M. | REFRESHMENT BREAK
- 4:00 P.M. – 5:00 P.M. | GENERAL SESSION

WEDNESDAY, OCTOBER 22

- 7:45 A.M. – 8:30 A.M. | BREAKFAST
- 8:30 A.M. – 10:00 A.M. | WORKSHOP SESSION 9
- 10:00 A.M. – 10:15 A.M. | REFRESHMENT BREAK
- 10:15 A.M. – 11:30 A.M. | CLOSING GENERAL SESSION

GENERAL SESSIONS*

MONDAY, OCTOBER 20

8:45 a.m. – 10:00 a.m.

Opening General Session

20301 | The AI Alignment Problem

FOS: Business Mgmt. & Organization/1.0 RCH/1.0 CPE credit



AI is moving fast. Tools like ChatGPT and Copilot are already transforming how we work, communicate, and make decisions. But as these systems become more powerful, one critical question emerges: Are they aligned with our values?

This keynote explores the AI alignment problem—what happens when the goals of AI systems don't fully match the human intentions behind them. For payroll professionals, this isn't just a technical concern—it's an ethical one.

As stewards of accuracy, compliance, and trust, payroll professionals are uniquely positioned to lead conversations around AI adoption. But leadership requires more than tech knowledge. It calls for sound judgment, curiosity, and a strong ethical compass.

Garth Sheriff, CPA, CA, CPA (Illinois), CIA, CGMA, MAcc
Principal, Sheriff Consulting
Sheriff Consulting Inc.

TUESDAY, OCTOBER 21

12:00 p.m. – 2:00 p.m.

Luncheon General Session

30501 | Data Drives Everything!

FOS: Business Mgmt. & Organization/1.0 RCH/1.0 CPE credit

As part of our profession, we have a wealth of knowledge at our fingertips. Understanding which business analytic tool to use in assessing data is essential, whether you are looking to provide a descriptive, predictive, or prescriptive message to management. Get a new strategy for the data back at the office for both compliance and business.

Karen Ward, CPP
Payroll Compliance Consultant
Spanish Oak Solutions, LLC

4:00 p.m. – 5:00 p.m.

General Session

30801 | Navigating Tax Year 2025: OBBB, NIL Income, and Compliance Challenges

FOS: Business Law/1.0 RCH/1.0 CPE credit

Tax year 2025 brings major shifts for schools managing nonresident tax compliance. This session will break down the new OBBB tax bill, IRS process updates, and the growing debate around NIL income—service vs. royalty. We'll also tackle 1042/1042-S filing challenges, recent treaty changes, and key compliance reminders to keep your institution on track.

Will Drath

U.S. Nonresident Tax Specialist
Sprintax, Inc.

Zdravka Zlateva

EA Product Manager
Sprintax, Inc.

WEDNESDAY, OCTOBER 22

10:15 a.m. – 11:30 a.m.

Closing General Session

40401 | Hot Topics for 2025 and Beyond

FOS: Business Mgmt. & Organization/1.0 RCH/1.0 CPE credit

Explore the most pressing payroll issues shaping 2025 and beyond. Dive into the hottest topic of the year – the One Big Beautiful Bill Act – and gain insight into other areas, such as white collar exemptions, the IRS's proposed rules for implementing SECURE 2.0 Act provisions, and developments in earned wage access. Discover how these changes will impact payroll practices well into the future.

Laura Lough, Esq.

Senior Director of Publications
PayrollOrg



WORKSHOP SESSIONS

SUNDAY, OCTOBER 19

Workshop Session 1 • 2:00 p.m. – 3:30 p.m.

10201 | Fundamentals of Payroll in Higher Education

FOS: Personnel/Human Resources/1.5 RCHs/1.5 CPE credits

This session will concentrate on the terminology and types of employees and payments unique to the higher education community. From adjunct faculty, exempt and nonexempt employees, to grant, work study, and student FICA issues. If you are new to higher ed payroll processing or need a refresher, this session is for you.

Karen Phillips, CPP
Director, Payroll
Swarthmore College

Stephanie Pomper, FPC
Payroll & Pension Manager
Schoolcraft College

10202 | Garnishments, Levies, and More

FOS: Business Law/1.5 RCHs/1.5 CPE credits

Paying employees accurately includes precise withholding for involuntary deductions. Deducting incorrect amounts could subject an employer to penalties, a lawsuit, or could require the employer to pay for amounts not deducted. In this session, we'll reveal how employers can determine the legal amount to withhold and what priority to do it in for garnishments, levies, and more.

Laurel Serra, CPP
Director, Education Services
PayrollOrg

Workshop Session 2 • 4:00 p.m. – 5:30 p.m.

10401 | Surviving an Audit

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

An audit. Hearing these words can send fear through even the most honest and prepared payroll professionals. Rest assured, if you are prepared, a payroll audit is less traumatizing than most people fear. Take a deep breath... RELAX. This session will provide insight on preparing for an audit, what to expect, how to organize data for presentation, and your responsibilities during the process.

Shavasha Barnett
Director, Payroll
Palm Beach State College

Chris Pretorius
Director - SME Tax, Payroll, Compensation, Equity
Vialto Partners

10402 | Taxable Fringe Benefits Part 1

FOS: Taxes/1.5 RCHs/1.5 CPE credits

This workshop provides an in-depth analysis of employer-sponsored fringe benefits that are exempt from income inclusion, including de minimis benefits, qualified parking, and no-cost benefits. It discusses the distinction between taxable and nontaxable fringe benefits typically offered by employers, emphasizing compliance and best practices.

Nancy Hinchcliff
Assistant VP, HR Payroll Management
Temple University

Cheryl Seifritz, CPP
Associate Vice President
The Ohio State University

MONDAY, OCTOBER 20

Workshop Session 3 • 10:30 a.m. – 12:00 p.m.

20501 | Secrets of a Successful Year-End

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

Have you had to stay late at the office to close out your year-end projects? Have you missed out on holiday activities due to your year-end workload? Is your department unable to take time off during the holidays? Let's discuss how you can alleviate a heavy workload and undue stress by effectively preparing for year-end. Enjoy the next holiday season to the fullest!

Laurel Serra, CPP
Director, Education Services
PayrollOrg

Neatha Snyder, CPP
Director, Payroll
The University of Kansas Medical Center

20502 | Student Employment, Scholarships and Fellowships

FOS: Business Law/1.5 RCHs/1.5 CPE credits

Student employment, scholarships, fellowships, graduate assistants, taxable tuition, lions, tigers, and bears, OH MY! If your payroll office is like mine, you are asked questions about all of these situations. In this session we will look at the different areas where student employment impacts the payroll process.

Jeffrey Jacob, CPA, CPP
Assistant Comptroller
Illinois State University

Jill Taylor, MBA
Director, Payroll & Student Employment Services
Bucknell University

WORKSHOP SESSIONS

20503 | Tell Your Story With Metrics

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

A good story is unforgettable. If you want to learn about a culture, listen to the stories. If you want to change a culture, change the stories. A great story creates a shared experience. A great metrics story creates a new experience — a memorable and personal experience influencing and affecting opinions and perspectives.

Shavasha Barnett

Director, Payroll

Palm Beach State College

Stephanie Pomper, FPC

Payroll & Pension Manager

Schoolcraft College

Workshop Session 4 • 1:30 p.m. – 3:00 p.m.

20701 | Coaches' Pay

FOS: Business Law/1.5 RCHs/1.5 CPE credits

This session will help you make sense of college and athletic employee contracts and payments, such as base salary, supplemental compensation, deferred compensation, retention payments, and bonuses.

Cheryl Brothers, CPP

Director, HR Solutions

Northern Arizona University

Chris Pretorius

Director - SME Tax, Payroll, Compensation, Equity

Vialto Partners

20702 | Deferred Compensation – SECURE 2.0 Act

FOS: Business Law/1.5 RCHs/1.5 CPE credits

The SECURE 2.0 Act presents both challenges and exciting opportunities for educational institutions to enhance their deferred compensation offerings. By understanding these critical changes and proactively adapting our payroll processes, we can empower our dedicated faculty and staff to build more secure financial futures. Let's continue to collaborate and share our knowledge to ensure our institutions remain at the forefront of effective and compliant retirement plan administration.

Paul Grisdale, CPP

Senior Director, Payroll Services

University of Virginia

Jeffrey Jacob, CPA, CPP

Assistant Comptroller

Illinois State University

20703 | Taxable Fringe Benefits Part 2

FOS: Taxes/1.5 RCHs/1.5 CPE credits

This workshop offers a concise overview of taxable fringe benefits, focusing on compliance and best practices in managing employer-provided vehicles, tuition waivers, private club expenses, and key employee benefits. Particular attention to taxable fringe benefits common in educational institutions, such as athletics and executive compensation, will also be reviewed.

Nancy Hinchcliff

Assistant VP, HR Payroll Management

Temple University

Cheryl Seifritz, CPP

Associate Vice President

The Ohio State University

Workshop Session 5 • 3:30 p.m. – 5:00 p.m.

20901 | An Intro to Nonresident Aliens

FOS: Business Law/1.5 RCHs/1.5 CPE credits

Many nonimmigrants are taxed differently than U.S. persons. This session gives an overview of issues to consider when paying nonresident alien students, faculty, and researchers. We'll explore tax residency, sourcing rules, proper classification of income, federal income tax and FICA/Medicare qualified federal employee (MQFE) withholding, reporting requirements, and potential tax code- and treaty-based exemptions from withholding.

Will Drath

U.S. Nonresident Tax Specialist

Sprintax, Inc.

Jeffrey Jacob, CPA, CPP

Assistant Comptroller

Illinois State University

20902 | Best Practices to Prevent Fraud

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

For any company, preventing fraud is an issue that should be at the top of the list when it comes to safeguarding the business and its employees. Fraud comes in many different forms and there isn't just one way to prevent it. There are ways to reduce the risk and protect the company. In this session, we will discuss steps you can take to prevent fraud.

Paul Grisdale, CPP

Senior Director, Payroll Services

University of Virginia

Shannon Kelly, CPP

Payroll Manager

Brigham Young University

WORKSHOP SESSIONS

20903 | Payroll Metrics: Driving Efficiency and Accuracy Through Data

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

Transform your payroll department into a powerhouse of efficiency and accuracy with the right metrics at your fingertips. This session will provide real life examples of payroll metrics and how to leverage them to enhance efficiency, reduce errors, and improve payroll function performance within your organization. Leave with actionable strategies to drive data-informed decisions and operational excellence.

Shavasha Barnett
Director, Payroll
Palm Beach State College

Karen Ward, CPP
Payroll Compliance Consultant
Spanish Oak Solutions, LLC

TUESDAY, OCTOBER 21

Workshop Session 6 • 8:30 a.m. – 10:00 a.m.

30201 | Managing Across Cultures and Generations

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

In this session, attendees will develop the knowledge and skills essential to effectively lead and collaborate with diverse teams across cultural and generational perspectives. Participants will explore the values, communication styles, and workplace practices of multiple generations and cultural backgrounds. They will leave with actionable strategies and practical tools to foster inclusion, strengthen collaboration, and drive productivity and innovation in the workplace.

Chris Pretorius
Director - SME Tax, Payroll, Compensation, Equity
Vialto Partners

30202 | Pay Cycle Changes

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

Changing pay cycles is more than just updating a calendar. It requires strategic planning, cross-department collaboration, and understanding compliance risks. This session covers key considerations such as regulations, system configurations, employee communication, and minimizing disruptions to payroll operations and employee experience.

Daniel Dycus, CPP
Senior Director, Education Services
PayrollOrg

Jill Taylor, MBA
Director, Payroll & Student Employment Services
Bucknell University

30203 | Special Pay Issues

FOS: Business Law/1.5 RCHs/1.5 CPE credits

In this session we will discuss various special payment types unique to higher education such as: student research awards/stipends, deferred pay, scholarships, grants, executive compensation, and payments to student athletes and coaching staff. Bring your own questions and special situations to discuss with your fellow peers. You are not alone!

Paul Grisdale, CPP
Senior Director, Payroll Services
University of Virginia

Karen Phillips, CPP
Director, Payroll
Swarthmore College

Workshop Session 7 • 10:30 a.m. – 12:00 p.m.

30401 | Paid Sick and Family Leave Plans

FOS: Business Law/1.5 RCHs/1.5 CPE credits

The objective of this session is to provide an update on state and local paid leave requirements, including sick leave, family leave, and broader leave mandates. Emphasis will be placed on definitions and accrual rates with some assistance in how to track leave requirement changes.

Neatha Snyder, CPP
Director, Payroll
University of Kansas Medical Center

30402 | Process Mapping and Improvement

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

Seeking process improvements to assist in managing payroll, complying with regulations, and offering employees timely information and responses? Join us in discussing how to strategically leverage today's technology and tools to better manage the expectations and demands placed on today's payroll teams to achieve greater results.

Shannon Kelly, CPP
Payroll Manager
Brigham Young University

Cheryl Seifritz, CPP
Associate Vice President
The Ohio State University

30403 | State and Local Payroll: Key Developments & Research Tools

FOS: Business Law/1.5 RCHs/1.5 CPE credits

This session will provide an overview of state and local payroll developments, exploring new earned wage access legislation, paid leave programs, and Seattle's recently enacted payroll tax. In addition, you will gain practical research strategies for staying current on these changes using a variety of online resources and tools.

Laura Lough, Esq.
Senior Director of Publications
PayrollOrg

WORKSHOP SESSIONS

Workshop Session 8 • 2:00 p.m. – 3:30 p.m.

30601 | Collective Bargaining Agreements

FOS: Business Law/1.5 RCHs/1.5 CPE credits

Payroll professionals should actively participate in strategic discussions. This session will review interest-based bargaining techniques and highlight key areas that may influence payroll processing, emphasizing the importance of their role in organizational collective bargaining negotiations.

Nancy Hinchcliff

Assistant VP, HR Payroll Management
Temple University

Stephanie Pomper, FPC

Payroll & Pension Manager
Schoolcraft College

30602 | Cross-Functional Collaborations

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

Are you moving to a new processing system? Or perhaps a new person is working in payroll? This session will help you identify key actions for successfully managing cross-functional teams, explore common collaboration challenges and practical solutions, gain cross-functional communication strategies to foster collaboration and streamline workflows, and develop a collaboration action plan for use within your organization.

Karen Phillips, CPP

Director, Payroll
Swarthmore College

30603 | Tips, Tricks, and FAQs for the Form W-4

FOS: Taxes/1.5 RCHs/1.5 CPE credits

It's been a few years since the Form W-4 drastically changed. Join us as we discuss the challenges we're facing today in processing the form and helping our employees fill out the form accurately. We'll share some tips, tricks, and other solutions for how payroll professionals can tackle not only challenges, but also frequently asked questions. Be ready for this interactive discussion!

Cheryl Brothers, CPP

Director, HR Solutions
Northern Arizona University

Jill Taylor, MBA

Director, Payroll & Student Employment Services
Bucknell University

WEDNESDAY, OCTOBER 22

Workshop Session 9 • 8:30 a.m. – 10:00 a.m.

40201 | Business Continuity Planning and Disaster Recovery

FOS: Business Mgmt. & Organization/1.5 RCHs/1.5 CPE credits

Disasters come in many forms and often without warning. COVID-19 prompted many employers to reevaluate business continuity plans. It is critical to be prepared to take appropriate actions to protect students, faculty, staff, and visitors to the university. Steps must be taken to minimize damage, and operations must resume quickly. This workshop will present the concepts necessary to build a good recovery and business continuity plan and share lessons learned from personal experience.

Shannon Kelly, CPP

Payroll Manager
Brigham Young University

Neatha Snyder, CPP

Director, Payroll
University of Kansas Medical Center

40202 | FLSA Issues for Higher Ed

FOS: Business Law/1.5 RCHs/1.5 CPE credits

New and experienced higher education payroll professionals join the lively discussion on federal labor regulations that are unique to our industry. Topics include FLSA exclusions for coaches and professors, police time tracking and K9 regulations, student employee classifications, and how to work with other campus offices like HR, student employment, and legal.

Cheryl Brothers, CPP

Director, HR Solutions
Northern Arizona University

40203 | I-9s to 1042-S: A School's Compliance Roadmap

FOS: Business Law/1.5 RCHs/1.5 CPE credits

This session will guide schools through key compliance checkpoints, including the identification of nonresidents via I-9 procedures, flagging taxable scholarship disbursements for withholding purposes, 1098-T vs. 1042-S reporting, and methods of screening payments issued through accounts payable. We'll also provide a practical 1042/1042-S e-filing checklist to ensure data consistency and successful compliance.

Will Drath

U.S. Nonresident Tax Specialist
Sprintax, Inc.

Zdravka Zlateva

EA Product Manager
Sprintax, Inc.

CONFERENCE DETAILS

Conference Location and Hotel Accommodations

Hotel Contessa
306 West Market
San Antonio, TX 78205
210-229-9222
Downtown on The Riverwalk

The Educational Institutions Payroll Conference (EIPC) has reserved a block of guest rooms at the Hotel Contessa at the rate of \$219 per night, single/double occupancy plus fees and taxes. The special rates are available until September 25, 2025. Room reservations and hotel arrangements at the Hotel Contessa are the responsibility of the individual. Reservations can be made directly with the hotel by visiting their [website](#) or calling 210-229-9222. After September 25, 2025, reservations will be accepted on a space available basis and may be at the hotel's prevailing rate.

All reservations must be guaranteed by a valid major credit card, which will need to be supplied at the time of the reservation. Any guaranteed reservation not canceled 48 hours prior to arrival will be subject to one night room and tax cancellation fee. Check in time is 4:00 p.m.; check out time is 11:00 a.m.

Dietary Requests and Special Services

Dietary requests made within two weeks from the event start date cannot be guaranteed. By requesting a dietary meal and indicating the meal functions you will be attending, you confirm that you will be eating your dietary meal purchased by PayrollOrg on your behalf. There is no additional charge for the dietary meal(s) unless you elect not to eat it, fail to pick up the dietary meal, or eat a regular attendee meal in its place. In any of these instances, you will be invoiced \$50 for each dietary meal that you ordered. Dietary requests will be limited and will not be honored on-site.

If you require special services, please call Customer Service at 210-224-6406, M-F, 7 a.m. – 5 p.m. CT, at least 21 days in advance of the event.

Registration Fees

Fees include: refreshment break, cocktail reception, and dinner on Sunday; breakfast, refreshment breaks, and lunch on Monday and Tuesday; and breakfast on Wednesday.



“

EIPC is an excellent conference for those affiliated with higher education. It is pertinent, engaging, and provides networking opportunities not available elsewhere.

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Nancy Hinchcliff
Assistant VP, HR Payroll Management
Temple University

Educational Institutions Payroll Conference | Registration Form

Register online: Payroll.org/EIPC

1 Registration	
Event Code: 25EIPCON	
<input type="checkbox"/> I am a PayrollOrg Member. ID# _____	\$1,469
<input type="checkbox"/> I am a Colleague of a PayrollOrg Member (at the same street address)	\$1,599
Colleague's ID #: _____	
Member's Name: _____	
Member's ID #: _____	
<input type="checkbox"/> I am not a PayrollOrg Member or Colleague. ID# (if known) _____	\$1,799
<input type="checkbox"/> I would like to join PayrollOrg now AND register at the member rate:	
EIPC Registration Fee..... \$1,469	
Annual Membership Dues* \$305	
One-Time Enrollment Fee \$35	
TOTAL	\$1,809

2 Registrant Information (please print)	
Registrant's Primary Address	
Name: _____	
Title: _____	
Organization: _____	
Street Address: _____	
City: _____	
State/Province: _____ Country: _____	
Zip + 4-Digit/Postal Code: _____ + _____	
Phone: _____ Fax: _____	
(Area/Country Code) (Area/Country Code)	
Email: _____	
(For official PayrollOrg communications, registration confirmations, Payroll Currently, and PAYTECH-Digital)	
Please indicate if you are: <input type="checkbox"/> CPA <input type="checkbox"/> PA (For NASBA reporting purposes)	
Special Dietary Request: <input type="checkbox"/> Vegetarian <input type="checkbox"/> Gluten-free <input type="checkbox"/> Kosher	
<input type="checkbox"/> Vegan <input type="checkbox"/> Peanut Allergy <input type="checkbox"/> Dairy Allergy <input type="checkbox"/> Shellfish Allergy	
Special dietary requests received after October 1 cannot be guaranteed.	
Needed for account verification	
Birth date: ____/____/____	
All Attendees Please Complete This Section.	
In case of emergency contact:	
Name: _____	
Relation to Attendee: _____	
Preferred Phone: _____	

Have you ever:

Purchased something from PayrollOrg (formerly APA and GPMI)? Yes No

Had a membership with PayrollOrg (formerly APA and GPMI)? Yes No


If yes, what name was it under? _____

What was the company name? _____

3 Payment Information	
Payment in U.S. dollars must accompany registration form. Currency Converter: www.xe.com	
Purchase Options:	
<input type="checkbox"/> Online Payroll.org/EIPC	<input type="checkbox"/> Mail To address below
Campaign Code _____	
Discount Amount US\$ _____	
<input type="checkbox"/> Purchase Order #: _____ (for government agencies/universities only)	
<input type="checkbox"/> Check #: _____	
<input type="checkbox"/> Make check payable and mail to:	
PayrollOrg 660 North Main Avenue, Suite 100 San Antonio, TX 78205-1217 USA Email: CustomerService@payroll.org • Visit: Payroll.org Phone: (210) 224-6406 • M-F, 7 a.m. – 5 p.m. CT	
<input type="checkbox"/> I have read and agree to the Event Policies found at Payroll.org/policies , which include a Code of Conduct and an Attendee Liability and Waiver of Claims.	

*Dues are subject to change without notice and are nonrefundable. Membership is on an individual basis; corporate memberships are not available. 100% of PayrollOrg membership dues are deductible as an ordinary business expense.

CERTIFICATION

 **Continuing Professional Education:** PayrollOrg is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org. PayrollOrg's CPE sponsor identification number with NASBA is 103152. PayrollOrg will make every effort to resolve complaints regarding NASBA compliance within a reasonable amount of time and in a confidential manner. A formal complaint must be submitted in writing and must set forth a statement of the facts and the specific remedy sought. Submit complaints to: PayrollOrg, Attn: Certification, 660 North Main Avenue, Suite 100, San Antonio, TX 78205-1217 USA. Certification: (210) 226-4600.

Continuing Education Credit: Educational Institutions Payroll Conference participants earn up to 17.5 RCHs, 1.75 CEUs, and 21 CPE credits. No prerequisites or advance preparation required. Course level: Overview. Delivery method: Group Live. Seve individual descriptions for Field of Study (FOS).

Last updated: 09/29/25 EMT: 9V

FOR OFFICE USE ONLY:			
Date: _____	Order #: _____	Batch #: _____	Event Code: 25EIPCON
Group #: _____	Check #: _____	C/P: _____	Total: \$ _____