



Section Stipend Policy

This document describes the Southwestern Section's policy regarding Moderators stipend payments for moderating classes and travel time to and from satellite course sites, outlines when to issue stipend payments to individuals, and the basic procedure for payment. Stipends can be used to compensate employees for many different activities that add value to a business's operations but fall outside of a worker's typical responsibilities.

Stipend for Moderators

- ⇒ The Southwestern Section will pay a Stipend to volunteer Moderators at a rate of \$200.00/day.
- ⇒ Moderators shall comply with the Section's Moderator Policy to be eligible for the Moderator stipend.
- ⇒ Moderators shall complete the section's travel expense form to receive stipend.

Stipend for Exam Proctors

- ⇒ The Southwestern Section will pay a Stipend to Exam Proctors at a rate of \$100.00/day.
- ⇒ Exam Proctors shall comply with the Section's Moderator Policy to be eligible for the Proctor stipend.
- ⇒ Exam Proctors shall complete the section's travel expense form to receive stipend.

Stipend for Moderators and Exam Proctors travel to and from Satellite locations

- ⇒ Moderators shall be compensated for travel to and from satellite locations according to the following;
 - For travel times between 2 and 4 hours the stipend will be \$100.00 per each day of travel.
 - For travel times of 4 hours or greater the stipend will be \$150.00 per each day of travel.
 - Travel compensation shall not exceed \$150.00 per day.
- ⇒ Moderators shall complete the section's travel expense form to receive this stipend.

Compensation will be paid as long as Section's Bank account is healthy and the Section can afford to do so.