## **Stipend Record Setup Process for Trinity Research Doctorate Awards**

This infographic outlines the key steps required for setting up a TRDA Student's stipend in the CoreHR Portal.



Receives the award offer letter and all stipend related forms from Academic Registry.



Complete the required forms
(Sample completed forms)



Send completed forms to the same email address

Email

Action

**Email** 

Action

**Email** 

Action



AR reviews forms and captures required internal signatures

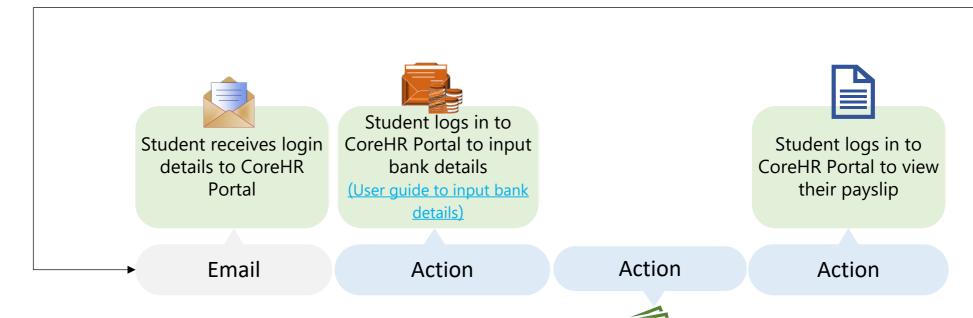


AR forwards signed forms to HR for create Student's stipend record



HR creates Student's stipend record in CoreHR Portal





After Student registers, HR processes payment for next scheduled payment date