Research Cash Advance Policy

The recipient of a cash advance may not receive payments from the cash advance.

Any cash advance incentive payment made to a UT Austin employee or student worker, including gift cards and regardless of dollar amount, must be paid through payroll. No employee or student worker may be paid from a cash advance, given a gift card, or included in a cash advance reconciliation.

For more information about research cash advances, see the Handbook of Business Procedures 9.1.7.