

HORRY-GEORGETOWN TECHNICAL COLLEGE

# POLICY

Number: 3.2.1  
Title: Direct Deposit and Distribution of Payroll  
Authority: Title 59, Chapter 53, Sections 810-860 of the  
1976 Code of Laws of South Carolina, as Amended  
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 04-08-1993  
Last Cabinet Review: 03-01-2023  
Last Revision: 06-09-2017

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Chairperson

## DISCLAIMER

**PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.**

It is the policy of Horry-Georgetown Technical College to provide two methods of payment to all covered employees. The College provides direct deposit or distribution of payroll checks on the last official College working day of each month.