

Alabama Agricultural and Mechanical University  
Office of Human Resources

P. O. Box 305  
Phone: 256.372.5835

Normal, AL 35762  
Fax: 256.372.5881

Request for Overtime Compensation for Non -Exempt Staff Personnel

Date: \_\_\_\_\_ A-Number: \_\_\_\_\_ Name: \_\_\_\_\_  
Department: \_\_\_\_\_ Position Title: \_\_\_\_\_ Standard Work Period: 40 Hours 4 Hours  
Start Date \_\_\_\_\_ End Date: \_\_\_\_\_ Mandatory Attachment: