

B Averaging Income - Overview

Averaging income (earned and unearned) is a method used by **AZTECS** to determine a consistent amount of income to be used for a specific number of pay periods.

AZTECS averages to obtain a consistent amount of income in order to convert the income to a monthly amount.

AZTECS completes the following before [converting income](#) keyed on **EAIC** or **UNIC**:

- Totals the gross income.
- Divides the total by the number of pay periods to arrive at an average income per pay period.
- Drops the third number after the decimal point of the average income per pay period.