



HARTNELLCOLLEGE

## ACADEMIC PAYROLL ELECTION FORM

Printed Name: \_\_\_\_\_ Datatel ID# or last 4 of SSN: \_\_\_\_\_

I elect the following schedule of payment which will be effective beginning the 20\_\_\_\_/20\_\_\_\_ academic year

11 equal payments: first payroll check is paid August 31; the last is paid June 30.

11 equal payments with additional one month deferment: first payroll check is paid August 31; money deferred from monthly payroll checks is paid out July 31 for a total of 12 payments

I understand **this election is irrevocable** for the above-designated academic year.

I further understand this election will continue each subsequent year **unless changed before August 1 the subsequent year.**

If I choose to make this change, I understand I must submit a revised Election Forms to payroll **before August 1 the subsequent year.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_