



9 Month Faculty Election Form for Deferred Pay

Eligibility Requirements:

- 9 month faculty members (FTE >.49) whose base compensation for their 9 month assignment does not exceed \$156,000 are eligible to defer their 9 month pay over 12 months. (See Q&A)
- To be eligible, faculty members must have a current full academic year 9 month assignment on-line in Banner no later than July 15th. Please consult with your School/College/Division personnel office if you have questions.

This election form must be received in the Payroll Office no later than August 1st to be eligible.

Banner ID: _____ Employee Name: _____

Email: _____ Department: _____

Academic Year: _____

I hereby elect that my salary applicable to my 9 month appointment be paid over 26 bi-weekly pay periods instead of 20 beginning the first pay of the academic calendar.

I also agree to and understand the following statements:

- My election is irrevocable after the commencement of the academic year. It will remain in effect for the entire 26 payments unless my employment at Wayne State University terminates. Settlement payments of deferred balances will be made payable upon termination.
- My agreement to a 26 bi-weekly payment schedule will be in effect as long as I continue as an eligible 9 month faculty member, unless the privilege is withdrawn by either myself or Wayne State University. I understand that any cancellation of this election form must be made in writing and received by the Payroll Office before **August 1st** of any academic year to be in effect for the coming academic year. (See Cancellation Form)
- The basis of my bi-weekly salary will be 1/26 of the 9 month salary established for the academic year.
- I understand that this election does not affect the status of my appointment which remains on a 9 month basis.

_____ Date: _____

Employee Signature

