



Twelve Month Pay Election

- You are entitled to pay over the school year.
- By this election form, you elect to receive your pay ratably from September through the following August.
- This election must be made every year. If the election is not received by September 1, it will not apply to the current school year.
- *[This election does not apply to pay received from federal grants]*

_____ **ELECTION TO RECEIVE PAY OVER 12 MONTHS**

I have read the above and hereby elect, subject to the above rules, to receive my school year pay ratably from September through the following August of the school year

Signature

Date

Print Name

Empl. ID

_____ <i>HR Representative</i>	_____ <i>Date Received</i>
_____ <i>PR Representative</i>	_____ <i>Date Entered</i>