

Faculty 21/26 Method of Payment Option

Faculty on a ten-month **TERM** contract shall have the option to elect either a ten-month or twelve-month method of payment. Faculty members can make only **ONE** election for the year and must make this election **before August 15** for the following academic year.

If you have already chosen a twelve-month pay for this year, then the twelve-month option will roll over to the next year. If you wish to change your option, please complete this form and return it to the Human Resources Office **prior to August 15**.

Academic Year: _____ / _____

I elect: **10** month method of payment _____

12 month method of payment _____

Signature: _____

M _____

Date: _____