SALARY WITHHOLDING AUTHORIZATION

Payroll Copy

I, ______________________, RIN ____________________, authorize Rensselaer Polytechnic Institute to deduct $___________ from my salary for the (X) Fall_22 __, ( ) Spring_23 __, or Summer____ semester(s) for payment of any eligible current debt on my Bursar Student Financial Account. Deductions will begin with the first pay period of each semester, are restricted to current mandatory fees ONLY and are subject to review and approval by the Payroll Office. Any prior balance debt is not eligible and must be paid in full before a salary withholding authorization is approved for the current semester(s). I acknowledge that all other fees and charges not eligible for salary deduction or not covered by salary deduction are my responsibility. Failure to pay balances due by the specified dates on the Bursar eBills will result in a registration hold and a nonrefundable $250.00 late fee.

Student Signature___________________________________________________ Department_____________________

Bursar’s Signature___________________________________________________ Date___________________________

PAYROLL USE ONLY: 992020- $ Pays___________ - __________

SALARY WITHHOLDING AUTHORIZATION

Student Copy

I, ______________________, RIN ____________________, authorize Rensselaer Polytechnic Institute to deduct $___________ from my salary for the (X) Fall_22 __, (X) Spring_23 __, or Summer____ semester(s) for payment of any eligible current debt on my Bursar Student Financial Account. Deductions will begin with the first pay period of each semester, are restricted to current mandatory fees ONLY and are subject to review and approval by the Payroll Office. Any prior balance debt is not eligible and must be paid in full before a salary withholding authorization is approved for the current semester(s). I acknowledge that all other fees and charges not eligible for salary deduction or not covered by salary deduction are my responsibility. Failure to pay balances due by the specified dates on the Bursar eBills will result in a registration hold and a nonrefundable $250.00 late fee.

Student Signature___________________________________________________ Department_____________________

Bursar’s Signature___________________________________________________ Date___________________________