

FACULTY SALARY PAY ELECTION AGREEMENT
(For Academic school year compensation)
IRS Regulations Re: Section 409A and Deferred Compensation

Place an "x" in the appropriate box to select your salary allocation.

Attached are the IRS Frequently Asked Questions regarding Section 409A and Deferred Compensation which impacts employees who have the option to elect 9 or 12 month salary payments.

12-month Salary Election

- Election must be made prior to the school year or work period (prior to the first day of the school year for which the employee is paid even though classes may start later)
- If you terminate your employment during the school year, all deferred funds will be paid in a lump sum to you, or your estate in the event of your death.

1. I request that my salary be paid in twelve (12) equal monthly payments on the respective payday for the months September through August of each school year.
2. If my employment begins in January (Spring Semester), your salary will be paid on the respective payday for the months January through August for the first employment year, followed by September through August for subsequent years.
3. Appointments from all eligible accounts will be spread over 12 months.
(Appointments paid from Federal Grant funds may not be eligible for 12 month pay election.)

9-month Salary Election

I understand that by choosing this payment option, **my summer insurance premiums will be quadruple (4x) deducted from the May paycheck**, which will be issued on the first business day of June. (Exception may be allowed if Faculty has full Summer Appointment.)

1. I request that my salary be paid in nine (9) months on the respective payday for the months of September through May of each school year.
2. If my employment begins in the January (Spring Semester), my salary will be paid on the respective payday for the months January through May.

I understand this election is irrevocable during the school year. This **Pay Election will remain in effect for my employment until a future Pay Election Agreement for a change is submitted** (or when pay from an ineligible source invalidates the 12-Month Election).

I have read and understand the above.

EID _____ Name _____
Please type or print

Signature _____ Date _____

PRIVACY NOTICE

With a few exceptions, you are entitled to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas Business Procedures Memorandum 32. The information that U.T. San Antonio collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.