



# PAYROLL DEDUCTION

(Please download file, open in Adobe, type in designated fields, digitally sign and save the file or print and hand sign. A new payroll deduction is required each year.)

New Updated Cancellation

I authorize Monroe County Community College to deduct the following amount from each paycheck. Please credit my donation to the scholarship or foundation initiative as designated below:

**Payroll deduction amount:** \$ \_\_\_\_\_ total amount per paycheck (\$5 minimum)

I work less than 26 pays. # of pays \_\_\_\_\_

**Please note:** This amount will replace any current deduction you may have, and payroll deductions must be updated annually. You may adjust your participation in the payroll deduction program at any time by notifying The Foundation via email at [jboss@monroeccc.edu](mailto:jboss@monroeccc.edu).

**Credit my donation to:**

Please select the radial button(s) for the programs you wish to donate to and on the line provided please list the dollar amount per paycheck for each fund(s). Thank you.

Area of Greatest Need \_\_\_\_\_

Project Persist \_\_\_\_\_

Other \_\_\_\_\_

Other: \_\_\_\_\_

Please indicate both the designation and amount you would like deducted from each paycheck.

I do not want my name listed as a contributor in any Foundation publication.

\_\_\_\_\_  
**SIGNATURE** (You may print and hand sign or download and sign with a digital signature)

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**JOB TITLE**

\_\_\_\_\_  
**NAME AS YOU WISH IT TO APPEAR IN PUBLICATIONS**

\_\_\_\_\_  
**HOME MAILING ADDRESS** (for tax purposes)

**Additional Information:**

Are you an MCCC Alum?                      YES                      NO

If YES, please indicate your year of graduation, degree & major: \_\_\_\_\_

**Please digitally sign or print and hand sign and send the completed hard form to The Foundation at MCCC for processing.** Please allow at least one pay period for your request to take effect through the college's payroll department. The Foundation is a 501(c)(3) organization, and donations are tax-deductible to the fullest extent of the law. Donations may be pledged and given over time. Completed forms may be submitted via email to [jboss@monroecccc.edu](mailto:jboss@monroecccc.edu).

The Foundation at Monroe County Community College is the charitable organization dedicated to enhancing the educational and cultural experience of our students and community.

We sincerely appreciate your support.