

<b>Name:</b>	<b>Network ID:</b>
<b>Salary Advance Amount (no more than 40 x hourly rate) \$</b>	
<p><b>Salary Deduction Authorization:</b>          I hereby authorize Whitworth University to initiate payroll deductions for the repayment of the advance amount of \$ [redacted] in accordance with the terms and conditions specified below.</p> <p>I understand that payroll deductions will commence in the first pay period following receipt of the advance and will continue until the amount is paid in full, but no later than <b>Dec. 31, 2026</b>. The deduction amount per pay period will be \$ [redacted].</p> <p>In the event of my resignation or termination of employment with the university for any reason:</p> <ul style="list-style-type: none"> <li>• The entire outstanding balance becomes due on or before my last day of work.</li> <li>• I authorize the university to deduct the remaining balance from my final paycheck(s).</li> <li>• Any balance remaining after final paycheck deductions must be paid immediately.</li> </ul> <p>Unpaid balances after termination of employment will accrue interest at 15% per annum.          If payment is not received within 30 days of employment termination, the account may be referred to collections. I will be responsible for any collection costs incurred.</p>	
<b>Employee (Borrower's) Signature:</b>	<b>Date:</b>
<b>University Representative Print:</b>	<b>Date:</b>

Questions may be directed to [HR@whitworth.edu](mailto:HR@whitworth.edu) or 509.777.4872.