



SUMMER INSURANCE BILLING

If my base contract is paid in less than 12 months and I will not receive a summer contract, I elect **one** of the following in regards to payment of premiums due for optional benefits for summer months June, July and August:

I will pay Human Resources directly each summer month. I understand that by presenting payment to Human Resources, I will be waiving the pre-tax benefit on applicable premiums.

I will have premiums for May, June, July and August deducted from my May earnings, paid June 1.

I will have June, July and August premiums deducted from my summer contract(s), IF I receive a summer contract. *(if my summer contract(s) is cancelled, I will be responsible for making payment for summer month(s) to Human Resources)*

I have elected a 12-month payout.

Eligibility for benefits during the Summer months is contingent upon returning in a benefits eligible position during the following Fall semester.

If you would like to change your payout election on your contract, please contact Renee McAfee at 940.397.4227.

SIGNATURE

DATE

PRINTED NAME

MSU ID#