2015 – 2016
Student Employment Withholding Form

Date: _____________________  Student ID: ______________________________

Last Name: _____________________  First Name: _____________________________

Phone Number: _____________________  Email Address: _____________________________

Permanent Address: _______________________________________________________

Please update your account in SiS if the email address and phone number listed above is different.

CERTIFICATION

Please read the entire withholding statement before adding your signature and date to verify that you understand the terms of this authorization.

☐ I hereby authorize the University of Massachusetts Lowell to deduct 70% of UML student employment or federal work study earnings to pay all outstanding charges on my student account. I understand that I will receive 30% from these earnings. I understand that this deduction will apply to all active university employment contracts. Completion of this form does not guarantee that my student account will be paid in full. Any balance remaining after disbursement of my financial aid is my responsibility.

I authorize the University of Massachusetts Lowell to use my UML student employment or federal work study funds to pay any non-standard charges assessed to my student account. These charges may include but are not limited to: late fees or installment plan fee. I also authorize the University of Massachusetts to transfer any UML student employment or federal work study earnings to any past due balances on my student account. I understand that this authorization will remain active on my account and is valid for one academic year. I understand that in order to inactivate this authorization, I must send a written cancellation to the Financial Aid Office.

☐ I hereby decline to participate in the 70% withholding program. I understand any balance on my student account is my financial responsibility.

Student Signature: _____________________________________  Date: ____________________________

If you have any questions regarding this form or the Student Employment Program,
Please contact the Financial Aid Office at 978-934-4228

Office Use Only

The Financial Aid Office will forward one copy of the form to the Payroll Office. Payroll cannot begin the financial aid withholding until the signed copy is received.