



Deduction from Pay Authorization and Acknowledgment Form

I authorize Montgomery College to deduct from my final paycheck any amounts I owe or may owe to the College at the time of separation. This may include, but is not limited to, funds that were advanced or loaned to me, the cash value of any unearned or advanced time off and/or leave, and the fair market value of College-owned property that was not returned or was returned damaged.

I understand that any overpayments made to me during my employment are considered a balance due to the College and must be repaid in full. When possible, and if not already resolved before separation from the College, I authorize the College to recover such amounts from my final paycheck. If the total amount owed is more than my final paycheck can cover, I agree to work with the College to make timely arrangements to repay the remaining balance. I also understand that separated employees with unresolved overpayments are not eligible for rehire.

By acknowledging electronically, I confirm that I have read and understand the Deduction from Pay Authorization and Acknowledgment Form.

Electronic acknowledgment of this document is a condition of employment at Montgomery College.