

KETTERING UNIVERSITY VOLUNTARY WAGE ASSIGNMENTS

I understand that any cash advance made to me by Kettering University may be recovered through a payroll deduction. Kettering University may perform a payroll deduction for the amount of any advance if an advance is not returned in equal funds or vouchers within a time period considered reasonable by the Kettering University Business Office. I also understand that this voluntary wage assignment will stay in effect throughout my employment with Kettering University.

Employee Signature

Date