Spring 2019 CASE Agreement
(Credit Available for Student Employees)

CASE helps student employees pay their UNC bills through a payroll deduction plan. Students may apply for CASE by submitting this CASE Agreement no later than the 4th paycheck of each semester.

Any student employed at UNC may submit an agreement with the following exceptions: (1) students with unpaid prior term charges must pay those charges before submitting an agreement (2) students whose payroll checks are not processed through the UNC Personnel/Payroll Office are not eligible for CASE.

TERMS & CONDITIONS TO BE COMPLETED BY THE STUDENT

In order to qualify for the CASE Program, you must respond with a YES to each of the terms and conditions. (A NO response will cause you to be ineligible for the program).

_______ I am currently employed at UNC at a job funded by Colorado Work-Study, Federal Work-Study, Non Work-Study/Salary Employment, Graduate Assistant or Teaching Assistant.

_______ I do not owe a prior semester balance or will pay the balance in full prior to the submission of this agreement.

_______ I understand the completed CASE Agreement must be submitted to the Bursar's Office (Cashier) no later than the 4th paycheck of EACH semester.

_______ I understand service charges will not be assessed while utilizing the CASE Program. I have been informed that if my account is not paid "in full" with my last paycheck for the semester, I will be assessed a service charge on the remaining balance.

_______ I understand if any of my paychecks does not equal the amount to be deducted, additional funds will be deducted from my next paycheck.

_______ I understand any unpaid balances can result in holds put on my university services such as registration, transcripts and diplomas.

_______ I understand any financial aid I may receive subsequent to the acceptance of this agreement will be applied to my account and this CASE Agreement will be revised accordingly.
Case Agreement - Spring Term 2019
Deduct the following amounts from my paycheck:

<table>
<thead>
<tr>
<th>Pay Periods</th>
<th>Amounts</th>
<th>Pay Periods</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 12 (Dec 16-31)</td>
<td>$ _________</td>
<td>Jan. 31 (Jan 1-15)</td>
<td>$ ________</td>
</tr>
<tr>
<td>Feb. 15 (Jan 16-31)</td>
<td>$ _________</td>
<td>Feb. 28 (Feb 1-15)</td>
<td>$ ________</td>
</tr>
<tr>
<td>Mar. 15 (Feb 16-28)</td>
<td>$ _________</td>
<td>Mar. 30 (Mar 1-15)</td>
<td>$ ________</td>
</tr>
<tr>
<td>Apr. 13 (Mar 16-31)</td>
<td>$ _________</td>
<td>Apr. 30 (April 1-15)</td>
<td>$ ________</td>
</tr>
<tr>
<td>May 15 (April 16-30)</td>
<td>$ _________</td>
<td>May 31 (May 1-15)</td>
<td>$ ________</td>
</tr>
</tbody>
</table>

Total Deductions $ ________________

# Hours per Week X # of Weeks X $___________ = $________________

I confirm I am currently employed and will be able to earn the projected deductions for this specific semester. I further confirm I have read and understand the Terms & Conditions stated on the front of this agreement. I authorize the Payroll Office to deduct the amounts listed above from my paycheck.

Student’s Signature ___________________________ Date ___________________________

As the above named student's supervisor, I verify the student will be able to earn at least the amount of the total deductions for this specific semester. I confirm the student is paid by:

(  ) Colorado Work-Study (  ) Federal Work-Study (  ) Non Work-Study Employment
(  ) GA or TA (  ) Student Salary Employment

Department ___________________________ Supervisor ___________________________ Phone ___________________________

Supervisor’s Signature ___________________________ Date ___________________________

COMPLETED FORMS MUST BE SUBMITTED TO THE BURSAR’S (CASHIER) OFFICE FOR PROCESSING.