

# NORTHWEST TECH

## EMPLOYEE GIVING CONSENT FORM (2022/2023 Academic Year)

I, \_\_\_\_\_, being of legal age and being first duly sworn upon my oath, depose and state as follows:

- (a) I am employed by the Northwest Kansas Technical College, Goodland, Kansas, and am paid by that institution monthly.
- (b) I have been informed that the Northwest Kansas Technical College Endowment Association continues its efforts to offer scholarship awards for students attending the institution.

I hereby request and authorize the administrative office of the Northwest Kansas Technical College to deduct the amount specified from each of my monthly payroll checks to transfer the funds indicated below:

- ☐ Endowment Association/Community Dress Down Scholarship Fund: for \$12/month you may wear jeans throughout the year.
- ☐ Food Pantry  
\$ \_\_\_\_\_/month
- ☐ Student Emergency Fund: Funds used by the Endowment Association for non-academic student emergencies.  
\$ \_\_\_\_\_/month
- ☐ Academic Honors Scholarship Fund: Funds used for a 2<sup>nd</sup> year student enrolled in 12+ hours with a first year GPA of 3.5 or greater. \$ \_\_\_\_\_/month
- ☐ Facilities Fund: Funds used to maintain, replace, or upgrade campus facilities as needed.  
\$ \_\_\_\_\_/month
- ☐ Academic/Athletic Scholarship: Funds used to scholarship students in a certain academic or athletic program. Please specify program and amount below.

Program: \_\_\_\_\_  
Amount: \_\_\_\_\_/month

**Total Monthly Deduction:** \_\_\_\_\_/month

- (c) I understand that at the end of each calendar year a receipt form reflecting the amount of money donated to the Northwest Kansas Endowment Association (a non-profit organization) will be provided to me for use in deducting such donation from my income tax.
- (d) I understand that this salary reduction consent form shall become null and void if I choose to discontinue my employment at the Northwest Kansas Technical College.

\_\_\_\_\_  
Signature of Employee Date  
support of the Endowment Association and the students of Northwest Tech!!

Thank you for your