



Responsible Official:  
Vice President, Organizational  
Development and Human Resources

Specific Authority: 1001.64, F.S.  
Law Implemented: 1001.64, F.S.

Effective Date: 01-21-1998

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## **Payroll Deduction Authorization**

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### **Policy Statement:**

Payroll deductions are authorized for the following items when required by law or requested in writing by the employee:

- I. Premiums for comprehensive medical and life policies designated by employees
- II. District Board of Trustees approved group comprehensive medical and life insurance programs
- III. United Way
- IV. Savings bonds
- V. Central Florida Educators' Federal Credit Union
- VI. Tax Sheltered Annuities designated by employees
- VII. Valencia College Foundation, Inc.
- VIII. Federal taxes
- IX. Retirement
- X. Social Security
- XI. Alternate Social Security
- XII. Bank accounts
- XIII. Qualifying employee organizations consistent with Policy 6Hx28:3C-03.2

XIV. College approved franchised insurance (e.g. auto, homeowners, disability)

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**Procedures:**

None

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**Related Documents/Policies:**

None

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**Policy History:**

Adopted 12-11-74; Amended 6-18-75; Amended 12-15-82; Formerly 6Hx28:6-16; Amended 11-18-92; Amended 1-21-98; Repealed 11-2-16; Formerly 6Hx28:06-21

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Repealed