



As a University of Arizona employee on an academic year appointment currently enrolled in the 9/12 Pay Plan Option, I am requesting to return to the nine-month academic year payment distribution plan effective July 1, 2020. I understand I will not receive pay from July 1, 2020 to the first academic paycheck which will be issued on August 28, 2020.

_____ Employee Name (Please Print)	_____ Employee Signature	_____ Date
_____ Employee Title	_____ Employee Identification Number (EmplID)	
_____ Employee Email Address	_____ Department Name	
_____ Department Business Representative Name (Please Print)	_____ Department Business Representative Signature	_____ Date

The deadline for the department and college/division to submit this form through UAccess MSS to Workforce Systems is May 29, 2020. Please complete and return this form to your department business representative before this date. For more information please visit the [9/12 Pay Plan Option Website](#).

Questions? Contact Workforce Systems at workforcesystems@email.arizona.edu