

TAMIU Faculty/Staff Meal Plan Payroll Deduction Request Form Fall 2025

Employee Information

Last Name

First Name

Employee UIN

Email

Phone Ext.

Meal Plan Options

Fall 2025 – Flex 30
\$300.00 (30 Meal Swipes)

Fall 2025 – Flex 50
\$475.00 (50 Meal Swipes)

Pay in Full: 1 Payment – FF30 \$300 / FF50 \$475

Monthly Deductions – 3 Payments – FF30 \$100 / FF50 \$158.33
(Exempt Faculty/Staff)

Bi-weekly Deductions – 6 Payments – FF30 \$50 / FF50 \$79.17
(Non-Exempt Staff)

Fall 2025: Deductions will be processed Sep – Nov.

Last day to enroll: September 13, 2025

Meals Expire: December 10, 2025

**Faculty/Staff Meal Plans are not available to student employees/graduate assistants.*

Employee Authorization for Payroll Deduction

I voluntarily authorize the deduction marked above from my after-tax wages for a Faculty/Staff Meal Plan. I understand that the meal plan is non-refundable, and meals will expire on the corresponding dates noted above.

Employee Signature

Date

FOR PAYROLL OFFICE USE ONLY:

Posted: _____

Pay Date: _____

SUBMIT TO:

Office of Budget, Payroll & Fiscal
Analysis
Killam Library 435

budgetandpayroll@tamiu.edu

(956)326-2369

FOR CARD SERVICES USE ONLY:

Processed By: _____

Date: _____