

TAMIU Faculty/Staff Meal Plan Payroll Deduction Request Form Fall 2026

Employee Information

Last Name

First Name

Employee UIN

Email

Phone Ext.

Meal Plan Options

Fall 2026 – Flex 15
\$155.00 (15 Meal Swipes)

Fall 2026 – Flex 30
\$310.00 (30 Meal Swipes)

Fall 2026 – Flex 50
\$490.00 (50 Meal Swipes)

Pay in Full: 1 Payment – FF15 \$155 / FF30 \$310 / FF50 \$490

Monthly Deductions – 3 Payments –
FF FF15 \$51.67 / FF30 \$103.34 / FF50 \$163.34
(Exempt Faculty/Staff)

Bi-weekly Deductions – 6 Payments –
FF FF15 \$25.84 / FF30 \$51.67 / FF50 \$81.67
(Non-Exempt Staff)

Fall 2026: Deductions will be processed Sep – Nov.
Last day to enroll: September 11, 2026
Meals Expire: December 9, 2026

**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: _____