

**OAKLAND UNIVERSITY
PAYROLL ANNUALIZATION ELECTION
(12-month pay period)**

Name: _____

I hereby authorize Oakland University to annualize my salary, that is, I choose to be paid over a 12-month period (August through July) rather than only during the 9-month academic year (August through April).

I understand that this election will be effective only upon receipt by the Oakland University Academic Human Resources Office in 407 Wilson Hall, and once effective, my election is irrevocable and cannot be terminated until the next following academic year. I further understand that any termination by me must also be in writing, signed and dated.

Signature

Date