

# Higher Education SECC Authorization Form

CONTROL NO. **441547**  
Office Use Only

#41-San Antonio

Account #										
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NAME (PREFIX)	LAST	FIRST	MI
MAILING ADDRESS			
CITY/STATE/ZIP		AREA CODE	WORK PHONE
UNIVERSITY/COLLEGE OR DIVISION/DEPARTMENT			
E-MAIL ADDRESS			

### ACKNOWLEDGEMENT

NOTE: The names of leadership-level donors will be publicized annually by the SECC, unless the 'DO NOT ACKNOWLEDGE MY GIFT' option is selected.

- DO NOT ACKNOWLEDGE MY GIFT**, either in writing, or with any form of personalized recognition/thanks.
- I request acknowledgement of my gift **via EMAIL** ... (to honor this request, your email address must be furnished - above)
- I request acknowledgement of my gift **via MAIL** ... (to honor this request, your home mailing address must be furnished -below)

ADDRESS			
CITY	STATE	ZIP	

### HOW I WISH TO DISTRIBUTE MY GIFT

DESIGNATED GIFTS: **EACH CHARITY HAS A SIX-DIGIT CODE**; the first two digits correspond to its charitable group. To designate one or more charities or federated groups that appear in the directory provided, fill in the charity or federation six-digit identification number(s) and dollar amount(s). **VERY IMPORTANT ... The subtotal of the three charitable groups (1+2+3) MUST EQUAL the amount in either the "TOTAL MONTHLY GIFT" box or the "TOTAL ONE-TIME GIFT" box.**

FIRST TWO DIGITS MUST MATCH	first two digits of all charities within this group must match	FIRST TWO DIGITS MUST MATCH	first two digits of all charities within this group must match	FIRST TWO DIGITS MUST MATCH	first two digits of all charities within this group must match			
	CHARITY CODE		GIFT AMOUNT		CHARITY CODE	GIFT AMOUNT	CHARITY CODE	GIFT AMOUNT
	CHARITY CODE		GIFT AMOUNT		CHARITY CODE	GIFT AMOUNT	CHARITY CODE	GIFT AMOUNT
	CHARITY CODE		GIFT AMOUNT		CHARITY CODE	GIFT AMOUNT	CHARITY CODE	GIFT AMOUNT
CHARITABLE GROUP SUBTOTAL #1: \$		+	CHARITABLE GROUP SUBTOTAL #2: \$		+	CHARITABLE GROUP SUBTOTAL #3: \$		

### PAYMENT OPTIONS ... PLEASE SELECT ONE

<input type="checkbox"/>	<b>PAYROLL DEDUCTION</b> (complete authorization below)	TOTAL MONTHLY GIFT (TOTAL ALL "gift amount" BOXES ABOVE)	NO. OF PAY PERIODS PER YEAR (9 OR 12)	TOTAL ANNUAL GIFT
\$		X		= \$

**AUTHORIZATION FOR PAYROLL DEDUCTION** - I voluntarily authorize the monthly deduction from my after-tax wages for a charitable contribution as indicated above. I understand that this authorization automatically expires with the November pay period of each year. I also understand that I may revoke this authorization at any time by giving my payroll office written notice. I have read and understand the "Distribution of Your Contribution" information on the back of this form.

EID Number	Employee Signature	Date
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<input type="checkbox"/>	<b>ONE-TIME GIFT (cash or check) ...</b> attach, make check payable to State Employee Charitable Campaign	TOTAL ONE-TIME GIFT (TOTAL ALL "gift amount" BOXES ABOVE)
\$		