

AUSTIN INDEPENDENT SCHOOL DISTRICT

Professional Organization Drop Form

To discontinue the payroll deduction of professional dues, please provide the following information:

ORGANIZATION NAME: _____

EMPLOYEE NAME: _____ EMPLOYEE ID #: _____

POSITION: _____ WORK LOCATION: _____

SIGNATURE: _____ DATE: _____

Please submit this form before your next payroll closing date in order for the deduction to be stopped. Payroll closing dates may be obtained from the individual who submits the payroll documents within your department or school.

This is the official standardized drop form. No other form will be accepted.