

## Save for Summer Calculator

Disclaimer: THIS FORM IS TO BE USED BY MONTHLY PAID EMPLOYEES FOR ESTIMATION PURPOSES ONLY AND IS NOT A GUARANTEE OF THE PAYMENT WORKDAY WILL CALCULATE. Many factors can cause this calculation to differ from what you may actually receive, such as a change in compensation, deductions or position title. If you use the calculator and find the results are not as you expected, an updated enrollment form will need to be submitted, so Payroll can update your deferral amount in Workday.

Instructions: This form is used to estimate the amount needed to be deducted in an attempt to evenly spread your Net pay over 12 months. Note your monthly net salary before any Save for Summer deductions have been taken (you may need to manually calculate this using your most recent payslip). Enter this amount in the Monthly Salary field below, then select your current annual work period (9, 10 or 11 months) from the drop-down menu in the term field. The "Suggested Deduction" amount should then be submitted on the Save for Summer Authorization form.

Monthly net salary:	Term:	= Suggested deduction:
New net salary:	New summer net:	

Submit Save for Summer Authorization Form to:  
Payroll  
[payroll@wtamu.edu](mailto:payroll@wtamu.edu)  
Fax (806)651-2113

Questions:  
[payroll@wtamu.edu](mailto:payroll@wtamu.edu)  
[806-651-2082](tel:806-651-2082)