**EMPLOYEE VOLUNTARY SERVICES DESIGNATION FORM – Form 2**

(To be completed by VPFA and Employee after Step 4 in the Retirement Scholarship Program Procedures)

**Name of Employee/Retiree:** Click here to enter text.

**Desired Term(s)/Year of Service (check all that apply):**

|  |  |
| --- | --- |
| Calendar Year: | Click here to enter text. |
|  |  |
| Fall: | Click here to enter text. |
|  |  |
| Spring: | Click here to enter text. |
|  |  |
| Summer: | Click here to enter text. |

|  |  |  |
| --- | --- | --- |
| Pre-Retirement Salary Base Salary |  | $0.00 |
| Estimated Summer Earnings | + | $0.00 |
| **Sub Total** | = | $0.00 |
| Desired Salary for Temp Appointment  (Max. allowable by law for applicable year) |  | $0.00 |
| Additional Replacement Costs | + | $0.00 |
| **Subtotal** | = | $0.00 |
| **Total Potential Endowment Donation**  (Max. is $50,000 annually) |  | $0.00 |