



2012 Salary Reduction Agreement Submission Schedule

Once a 403(b) account has been created, the employee will need to submit a Salary Reduction Agreement form to Employee Benefits so that contributions can begin. An employee may change their contribution at any time during the year by submitting a new Salary Reduction Agreement. Salary Reduction Agreement forms are available at www.unchealthcare.org/benefits.

Forms Received by:	Affect the Paycheck of:
Jan - 02	Jan - 18
Jan - 17*	Feb - 01
Jan - 30	Feb - 15
Feb - 13	Feb - 29
Feb - 27	Mar - 14
Mar - 12	Mar - 28
Mar - 26	Apr - 11
Apr - 09	Apr - 25
Apr - 23	May - 09
May - 07	May - 23
May - 21	Jun - 06
Jun - 04	Jun - 20
Jun - 18	Jul - 04
Jul - 02	Jul - 18
Jul - 16	Aug - 01
Jul - 30	Aug - 15
Aug - 13	Aug - 29
Aug - 27	Sep - 12
Sep - 10	Sep - 26
Sep - 24	Oct - 10
Oct - 08	Oct - 24
Oct - 22	Nov - 07
Nov - 05	Nov - 21
Nov - 19	Dec - 05
Dec - 03	Dec - 19
* Tuesday	