



West Valley-Mission  
Community College District

Foundation

### PAYROLL DEDUCTION FORM

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Employee ID #: \_\_\_\_\_ Department: \_\_\_\_\_

Email: \_\_\_\_\_ Office Phone: \_\_\_\_\_ Effective Payroll Date: \_\_\_\_\_

Check all that apply:     Staff                     Faculty                     Full-Time                     Part-Time

TYPE OF REQUEST:			FUND NAME	FUND NUMBER	PAYROLL CODE	AMOUNT
NEW	CHANGE	CANCEL				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MC President's Fund	824052	408	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WVC Priorities	820061	404	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MC Scholarships	824003	405	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WVC Scholarships	820094	401	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MC Student Emergency Assistance	824051	407	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WVC Student Emergency Assistance	820062	403	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MC Textbook Assistance	824005	406	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WVC Textbook Assistance	820007	402	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MC Black Association of Excellence	824069	418	\$
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (contact office for a complete list of funds)			\$
					<b>TOTAL</b>	<b>\$</b>

Payroll deduction will begin on the next pay period after submittal of this form if submitted by the 15<sup>th</sup> of the month. To request a payroll deduction, check "NEW" and indicate the desired monthly donation amount. You may select multiple funds and donation amounts. To request a change or cancel your payroll deductions at any time, check "CHANGE" or "CANCEL". Please see the back of the form for a description of each fund listed above. For a complete list of funds contact the Office of Advancement at **(408) 741 – 2164**.

*By signing this form, you authorize the West Valley-Mission Community College District Payroll Department to make the requested deductions from your paycheck each month. This deduction will continue indefinitely unless the District's Payroll Department or the Mission College Foundation Office receives notification of a change or deletion.*

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Please return completed forms to:** [nicole.aguinaldo@wvm.edu](mailto:nicole.aguinaldo@wvm.edu) or the Advancement Office in MT-18A  
**Thank you for your support!** Your gift is tax-deductible to the extent provided by law. Foundation Tax ID # 77-0396330

# TOGETHER WE CAN MAKE A DIFFERENCE. FIND A CAUSE THAT RESONATES WITH YOU AND GIVE TODAY!

For a complete list of funds contact the Office of Advancement at (408) 741 – 2164

## **MC President's Fund (#824052) & WVC Priorities Fund (#820061)**

Provides financial resources to support and further the Mission College and West Valley College priorities as articulated in the institution's goals, strategic initiatives, and other planning processes.

## **MC General Scholarship Fund (#824003) & WVC General Scholarship Fund (#820094)**

A gift to scholarships encourages student engagement and successful completion of his/her educational goals.

## **MC Student Emergency Assistance Fund (#824051) & WVC Student Emergency Assistance Fund (#820062)**

Donations help assist students who have incurred an emergency, one that could dramatically impede their academic progress. Since catastrophic events and/or loss can deter school attendance, your donation provides support for continued attendance or assistance as students transition through crisis.

## **MC Textbook Assistance Fund (#824005) & WVC Textbook Assistance Fund (#820007)**

Donations allow students the ability to pay for textbooks when in need. Student success in the classroom depends on the availability of course textbooks and other related supplies.

## **MC Black Association of Excellence Fund (#824069)**

Donations will be used for the continued support, development, and growth of programs and services related to the educational success of Black/African American students.

### **Samples of Annual Deduction Amounts (12 deduction per year)**

\$5/month (\$60/year)	\$10/month (\$120/year)	\$15/month (\$180/year)	\$20/month (\$240/year)
\$40/month (\$480/year)	\$60/month (\$720/year)	\$80/month (\$960/year)	\$100/month (\$1,200/year)

The West Valley College Foundation and Mission College Foundation are part of the West Valley-Mission Community College District Foundation's district-wide philanthropic effort to help our students reach their educational goals. Your donation will enrich the quality of education and learning environments at West Valley and Mission in better serving students and the community. We believe with your support we can make an astonishing difference in many lives.

Please know, you can also make a one-time gift online at <https://www.westvalley.edu/foundation/> and <https://missioncollege.edu/foundation/donate.html> or send a check payable to WVMCCD Foundation to:

WVMCCD Foundation  
14000 Fruitvale Ave.  
Saratoga, CA 95070