

ROOSEVELT UNIVERSITY
 RTA/CTA Transit Benefit Program – Enrollment Form
 Payroll Deduction Election(s) for 2009

Section 1 - Employee Information (please print)

Name: _____ Roosevelt ID# _____

Department: _____ Daytime Phone # _____

Campus/bldg. (for pass/check pick-up): ___ Chicago ___ Schaumburg

Job Classification: ___ Clerical Union ___ Faculty ___ Administrator
 ___ Operations ___ Transportation ___ Safety/Security

Section 2 - Enrollment Period (choose at least one)

Election(s)	Payroll deductions will be on the first paycheck of:	Enrollment Deadline
_____	All four quarters: January to December	November 15
-----OR you may enroll for selected calendar quarter(s) below-----		
_____	January, February, March	November 15
_____	April, May, June	March 1
_____	July, August, September	June 1
_____	October, November, December	September 1

Section 3 - Benefit Election (choose one category and the appropriate option)

CTA Transit Card

Election	Pre-Tax Deduction	Description /Pass Value
_____	\$30.00/month	CTA Transit Card valid for 13 mos. (no bonus value)
_____	\$50.00/month	CTA Transit Card valid for 13 mos. (no bonus value)

OR CTA Pass Programs for senior citizens (age 65 & over) and riders with disabilities

Election	Pre-Tax Deduction	Description
_____	\$35.00/month	CTA 30-day Reduced Fare Pass – unlimited rides valid only with RTA ID for seniors and riders with disabilities
_____	\$86.00/month	CTA Monthly Paratransit Pass – valid only for CTA Paratransit Service for riders with disabilities

OR Chicago Card Plus (for new enrollees, an additional CTA form must be submitted as well.)

Election	Pre-Tax Deduction Options	Pre-Tax Deduction Enter exact amt./mo.	Description
_____	Enter monthly amount of: \$30, \$45, \$60, or \$80	\$_____	CTA pay-per-use card via on-line account
_____	\$86/month	\$86	CTA 30-day pass via on-line account

OR Transit Check

Election	Pre-Tax Deduction Options	Pre-Tax Deduction Enter exact amt./mo.	Description
_____	Enter monthly amount of: \$10-\$230	\$_____	Voucher that may be used for fares or to purchase passes on Metra, Pace, SouthShore Railroad, or the CTA

Section 4 – Enrollment and Payroll Deduction Authorization

I understand that by signing and submitting this form, I authorize the adjustment to my annual salary based on my elections above for monthly pre-tax withholding under the Roosevelt University RTA/CTA Transit Benefit Program. New elections or changes to current elections may only be made quarterly as noted above. Benefit eligibility ends immediately upon separation of employment. **I acknowledge that the above enrollment will automatically renew in subsequent years unless I submit a new form or I cancel my enrollment in writing.**

Signature: _____

Date: _____