
Truman State University Policies

Policies

About This Policy

Effective Date: May 1, 2014

Last Updated: May 1, 2014

Responsible University Office: Business Office – Payroll Section

Responsible University Administrator: Comptroller

Policy Feedback

If you have comments or questions about this policy, let us know by contacting the Comptroller at 660-785-4150.

Refunds of Employee Payroll Deductions

Policy Statement

Refunds of optional payroll deductions will be made to employees when it is determined that such deductions were made in error.

Reason for Policy

This policy is to establish guidelines for making refunds of employee payroll deductions.

Procedures

Refunds will be made by means of a special payment. Employees should contact the Payroll Section of the Business Office to request a refund.

Refunds of required taxes and social security deductions cannot be made except as provided for in federal and state regulations.