

PSU employees may have organizational dues for KNEA or KAPE deducted from their biweekly paycheck.

Employees must complete two (2) Authorization for Payroll Deduction Employee Organization Membership Dues cards to start or stop the organizational dues payroll deduction. Both cards must be returned to the appropriate organizational representative (President of KNEA or President of KAPE). The President of the appropriate organization will forward one card to Human Resource Services.

Cancellation of organizational dues requires 30 days prior notice, and no cancellation of authorization can be effective within 180 days of the effective date of the first authorization. Renewal of authorization after termination of a prior authorization is permitted upon 90 days prior notice.

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**Pittsburg State University**