



UNIVERSITY OF CALIFORNIA, LOS ANGELES
PERSONAL LOAN APPLICATION
Monthly to Bi-Weekly Transition
 (To Be Completed by Employee Requesting the Loan)

The UCLA Bi-weekly Transition Assistance Personal Loan Program is intended to provide short term loans to eligible employees who have an immediate need for funds due to the transition from a monthly to bi-weekly pay schedule. Upon review and approval, complete loan details will be forwarded to you by Payroll Services.

Application due by: 5 PM, June 22, 2012

Are you returning from a Leave of Absence? Yes No

Last Name, First Name: _____

Employee ID No. _____ Payroll Title: _____

Home Department Name: _____ Home Dept. Code: _____

Home Telephone No. (_____) _____ Work No. _____

Residence Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Dept. HR Administrator Name: _____ Contact No. _____

Total Amount Requested: \$ _____
 (Must be between \$100 and \$1000)

I declare under penalty of perjury that the above statements are true and correct.

 Employee Signature

 Date

<p>Return to: Payroll Services – BW Loan Administrator 10920 Wilshire Blvd. Suite 620 Los Angeles, CA 90024 Mailcode: 141648</p>
