RTA Commuter Advantage Program  
Payroll Deduction Application  

SEND COMPLETED FORM TO THE PAYROLL OFFICE – AC 244  

CSU ID #: ______________________ Email Address: ______________________  

First Name: ___________________ Last Name: ______________________  

(Please check one)  

RTA Bus/Rapid ❑ RTA Park-N-Ride ❑  
$85.00/month $95.00/month  

Withdrawal ❑  

Passes can be picked up in the Parking Department, 2402 Euclid Avenue,  
EC 160, after the 20th of the month.  

Signature: __________________________ Date: ______/_____/______  

- Pre-tax deduction for the amount specified above will be made automatically  
  the first pay of each month.  
- Enrollment must be received by the Payroll Office 6 business days prior to  
  your first pay of the month in order to receive the RTA pass for the following  
  month.  
- This authorization is to remain in effect until the CSU Payroll Department has  
  received a withdrawal notification from the employee to cancel the automatic  
  deduction.  
- Withdrawal must be received by the Payroll Office 6 business days prior to  
  your first pay of the month in order to have the payroll deduction stopped for  
  the following month.  
- There are no refunds or prorations to the employee.