# STUDENT LOAN REPAYMENT SERVICE AGREEMENT

*(See Privacy Act Statement on the back)*

## DEMOGRAPHIC INFORMATION

| 1. GSA Employee Name (Last, First, Middle Initial) | 2. GSA Employee ID Number | |
|---|---|---|
| 3. Official Job Title | 4. Job Series | 5. GS Grade |
| 6. Appointment Type | 7. Effective Date of Appointment (MM/DD/YYYY) | |
| 8. Organization Name | | |
| 9. Organization Correspondence Symbol | 10. Gross Amount of Student Loan Repayment (SLR) (USD $) | |
| 11. Agency Service Commitment Start Date (e.g., date of appointment, transfer, or employee signature if already an employee) (MM/DD/YYYY) | 12. Agency Service Commitment End Date (i.e., 3 calendar years following the start date in Question 11) (MM/DD/YYYY) | |

## SERVICE AGREEMENT

GSA agrees to pay the lender the amount listed above on this form net of all employment taxes and income tax withholding. The gross amount will be reported by GSA to tax authorities as taxable income, subject to any conditions applicable under the United States Code at 26 U.S.C. § 127. No repayment amount made by the agency to the lender may exceed the total balance due on loan(s) at the time of any repayment. The repayments may not begin before the employee enters on duty and signs this agreement.

If an employee voluntarily separates by resignation, retirement or agency transfer during the service agreement period, a breach of contract occurs and the employee must reimburse the agency for the gross amount of the loan payment made to the lender.

A breach of contract and a repayment obligation also occurs if the employee is involuntarily separated due to misconduct, unacceptable performance, or a negative suitability determination under the Code of Federal Regulations at 5 CFR Part 731.

GSA is not obligated to pay an SLR of an employee based on a pre-existing SLR service agreement with another agency (before transfer to GSA).

This service agreement does not constitute a right, promise, or entitlement for continued employment or non-competitive conversion to the competitive service.

This agreement to make a student loan repayment does not exempt an employee from his or her financial liability for any loan that he or she has originated. Meaning, this particular authority is not for loan forgiveness.

In return for loan repayment described above, the employee agrees to:

1. Remain as an employee of GSA during the service agreement period.
2. Assume liability for the payment of any tax due on the repayment amount, above, in accordance with the provisions of this agreement.
3. Assume liability for reimbursement to GSA under the conditions discussed in this agreement.
4. Acknowledge that if a condition occurs that implies financial liability that the employee understands that the agency may use the administrative offset to collect portions of the debt regularly from the employee's ongoing paycheck.

Signature of Candidate or Employee _____ Date _____

## PRIVACY ACT STATEMENT

Information collected via this form is pursuant to federal law, in particular 5 U.S.C. § 3301 [rules for admission to the Federal service] and 5 U.S.C.§ 3302 [rules for the competitive service]. The information collected also facilitates the correct benefits determination decisions for the payment of student loan repayment benefits under 5 U.S.C. § 5379. Disclosure of information related to the candidate and position is mandatory for benefits processing under this authority. The information collected via this form will only be used by the GSA Office of the Chief Financial Officer under the provisions of 5 U.S.C. § 552a(b)(3) [routine use]. Such information is not releasable to the public due to 5 U.S.C. § 552(b)(6) and will be stored within the Office of Personnel Management's Electronic Personnel Folder (eOPF) application, under System of Record Notice (SORN) “OPM/GOVT-1” in the Federal Register at 77 FR 73694 (December 11, 2012). An employee's failure to provide the information requested on this form may lead to the erroneous payment of compensation and benefits, or the non-payment of eligible compensation and benefits.