



## SALARY ADVANCE

A salary advance of up to \$2000 (no interest) is available to any new incoming Resident/Fellow before he or she receives the first paycheck. **This advance is intended to bridge the gap between orientation and the receipt of the first paycheck. Although orientation and training time is included in the annual salary calculation, payroll cannot begin until the contract start date.** This advance will help to provide cash flow during the orientation and relocation period. Payback of the advance will be accomplished by ten consecutive payroll deductions beginning in August of the start year.

### Steps for Requesting an Advance

1. Complete, print and sign the Salary Advance Agreement - available on our website at: <http://www.gme.uchc.edu/SalaryAdvanceAgreement.pdf>
2. Forward to your Program Coordinator for signature and fax the completed form to 860-676-1303.

Once you are in Connecticut and the Consortium has a fully signed agreement, the check will be issued. Checks **CANNOT** be mailed out of state; they can either be picked up at the Consortium office or mailed to your local address.