

SENIOR COLLEGES ONLY:

Commuter Benefits Program
Terms and Conditions

Plan: Commuter Card - Unrestricted

I hereby authorize CUNY to deposit my payroll deduction as indicated above into my WageWorks Commuter Benefits Transit Account.

I also grant authorization for the reversal of a credit to my account in the event the credit was made in error. I understand that, under the "National Automated Clearing House Association" operating guidelines and rules, CUNY can only reverse the amount of the incorrect direct deposit.

I understand, according to the Internal Revenue Code, that the average monthly amount of my transportation deductions should not exceed my average monthly cost of public transportation to and from work. If my average monthly cost of public transportation to and from work should change, I will change my deduction plan to accommodate my new circumstance. Furthermore, no reimbursement will be provided for pre-tax transportation fringe deductions. Upon cancellation, voluntary or otherwise, any funds remaining in my Transit Account will be available for use for a period of 90 days from the effective date of cancellation. Residual funds remaining in the account beyond the 90 day period will be forfeited.

I understand that \$1.77 per month, to cover administrative costs of the program, will be deducted from my post-tax pay each month my account is funded with payroll deductions or debited for purchases and/or charges. The administrative charge is non-refundable.

I grant authorization for CUNY to provide my enrollment information, including mailing address, phone number and e-mail address to WageWorks for uses exclusively related to the administration of the program.

I understand that this authorization will remain in effect until I submit a new request for a change or cancellation.

I understand that I will receive a Commuter Card in the mail at my designated mailing address that I will use to purchase transit passes and tickets at qualified transit providers up to the available balance in my Transit Account. The Commuter Card Transit Account balance and information will be maintained by WageWorks and are accessible online at www.wageworks.com or by calling WageWorks Customer Service at 1-877-WageWorks (1-877-924-3967).

Transit Pass

I hereby authorize CUNY to deposit my payroll deduction as indicated above into my WageWorks Commuter Benefits Transit Account.

I also grant authorization for the reversal of a credit to my account in the event the credit was made in error. I understand that, under the "National Automated Clearing House Association" operating guidelines and rules, CUNY can only reverse the amount of the incorrect direct deposit.

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I understand, according to the Internal Revenue Code, that the average monthly amount of my transportation deductions should not exceed my average monthly cost of public transportation to and from work. If my average monthly cost of public transportation to and from work should change, I will change my deduction plan to accommodate my new circumstance. Furthermore, no reimbursement will be provided for pre-tax transportation fringe deductions. Upon cancellation, voluntary or otherwise, any funds remaining in my account will be available for use for a period of 90 days from the effective date of cancellation. Residual funds remaining in the account beyond the 90 day period will be forfeited.

I understand that \$3.05 per month, to cover administrative costs of the program, will be deducted from my post-tax pay each month my account is debited for purchases and/or charges. The administrative charge is non-refundable.

I grant authorization for CUNY to provide my enrollment information, including mailing address, phone number and e-mail address to WageWorks for uses exclusively related to the administration of the program.

I understand that this authorization will remain in effect until I submit a new request for a change or cancellation.

I understand that my Commuter Benefits Transit Pass account balance and information will be maintained by WageWorks. Transit Pass orders must be placed directly through WageWorks. Transit Account order processing and balance information is accessible online at www.wageworks.com or by calling WageWorks Customer Service at 1-877-WageWorks (1-877-924-3967).

Park-n-Ride

I hereby authorize CUNY to deposit my payroll deduction as indicated above into my WageWorks Commuter Benefits Parking Account.

I also grant authorization for the reversal of a credit to my account in the event the credit was made in error. I understand that, under the "National Automated Clearing House Association" operating guidelines and rules, CUNY can only reverse the amount of the incorrect direct deposit.

I understand, according to the Internal Revenue Code, that the average monthly amount of my transportation deductions should not exceed my average monthly cost of public transportation to and from work. If my average monthly cost of public transportation to and from work should change, I will change my deduction plan to accommodate my new circumstance. Furthermore, no reimbursement will be provided for pre-tax transportation fringe deductions. Upon cancellation, voluntary or otherwise, any funds remaining in my Parking account will be forfeited on the effective date of cancellation.

I understand that \$3.05 per month, to cover administrative costs of the program, will be deducted from my post-tax pay each month my account is debited for purchases and/or charges. The administrative charge is non-refundable.

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I grant authorization for CUNY to provide my enrollment information, including mailing address, phone number and e-mail address to WageWorks for use exclusively related to the administration of the program.

I understand that this authorization will remain in effect until I submit a new request for a change or cancellation.

I understand that my Commuter Benefits Parking Account balance and information will be maintained by WageWorks. Parking Account orders must be placed directly through WageWorks. Parking Account order processing and balance information is accessible online at www.wageworks.com or by calling WageWorks Customer Service at 1-877-WageWorks (1-877-924-3967).

Access-A-Ride

I hereby authorize CUNY to deposit my payroll deduction as indicated above into my WageWorks Commuter Benefits Transit Account.

I also grant authorization for the reversal of a credit to my account in the event the credit was made in error. I understand that, under the "National Automated Clearing House Association" operating guidelines and rules, CUNY can only reverse the amount of the incorrect direct deposit.

I understand that participation in the Access-A-Ride program is contingent upon my qualification for MTA New York City Transit Access-A-Ride Paratransit Service or other qualified Paratransit Service.

I understand, according to the Internal Revenue Code, that the average monthly amount of my transportation deductions should not exceed my average monthly cost of public transportation to and from work. If my average monthly cost of public transportation to and from work should change, I will change my deduction plan to accommodate my new circumstance. Furthermore, no reimbursement will be provided for pre-tax transportation fringe deductions. Upon cancellation, voluntary or otherwise, any funds remaining in my Commuter Benefits account will be available for use within the commuter account for a period of 90 days from the effective date of cancellation. Residual funds remaining in the account beyond the 90 day period will be forfeited.

I understand that \$3.05 per month, to cover administrative costs of the program, will be paid by CUNY to WageWorks on my behalf and will be added to my taxable earnings as a fringe benefit each month my account is debited for purchases and/or charges. The administrative charge is non-reversible.

I grant authorization for CUNY to provide my enrollment information, including mailing address, phone number and e-mail address to WageWorks for uses exclusively related to the administration of the program.

I understand that this authorization will remain in effect until I submit a new request for a change or cancellation.

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I understand that my Commuter Benefits Transit Account balance and information will be maintained by WageWorks. Paratransit Service coupons or vouchers must be ordered directly through WageWorks. Transit Account order processing and balance information is accessible online at www.wageworks.com or by calling WageWorks Customer Service at 1-877-WageWorks (1-877-924-3967).



Welcome >> About >> Administration >> Administrative Offices >> Human Resources Management >> University Benefits >> Transit Benefit (For Community Colleges and Hunter Campus School Only)

Human Resources Management

About OHRM

University Benefits

Early Retirement Incentive

Professional Development & Learning Management

Human Resources Operations

Central Office Human Resources

Diversity at CUNY

Human Resources Forms

Policies and Procedures

Human Resources Strategic Planning

QUICK LINKS

[OHRM Staff Directory](#)

[Insights Newsletter <pdf>](#)

[Classified Civil Service](#)

[Campus Human Resource Offices](#)

[OHRM Functional Directory](#)

[Central Office Directory](#)

[Civil Service Commission](#)

[Classification and Compensation](#)

[Employment Verifications](#)

[Phone \(212\) 794-5321 Fax \(212\) 794-5667](#)

CONTACT US

Office of Human Resources Management
535 East 80th Street
New York, New York, 10075
Phone (212) 794-5352
Fax (212) 794-5667

TRANSIT BENEFIT (FOR COMMUNITY COLLEGES AND HUNTER CAMPUS SCHOOL ONLY)

*** IMPLEMENTATION DATE FOR THE STATE COLLEGES WILL BE ANNOUNCED SHORTLY.

Going Your Way.

Save big – however you get to work.

Enroll in CUNY's Expanded Commuter Benefits Program

DO YOU COMMUTE? CHANCES ARE YOU CAN SAVE THROUGH THE COMMUTER BENEFITS PROGRAM.

Train. Bus. Subway. Paratransit. Parking your car at the station. However you ride, your new, expanded Commuter Benefits Program – presented by The City University of New York and administered by WageWorks – will give you more and better ways to save.

EXPANDED TRANSIT COVERAGE

This program works for virtually any transit system in the Tri-State area. No matter what part of the city you live and work, you're covered. Use it for:

- ▶ MTA NYCT, Long Island Railroad, Metro-North Railroad, NJ Transit, PATH, and NY Waterway, to name a few...
- ▶ Paratransit and the MTA's Access-A-Ride program
- ▶ Parking at or near public transit to commute to work

ROUND-TRIP SAVINGS

Saving is simple. When you sign up, you receive a personal commuter account funded on a pre-tax basis through payroll deductions from your pay. Because the deductions reduce your payroll withholding taxes and provide you with tax-free funds to pay your expenses you can save as much as 40% off the cost of your commute through the program.

MORE INFORMATION

The Expanded Commuter Benefits Program is administered through the Office of Human Resources, University Benefits Office. For further information explore the links on this website or contact your College Benefit Officer.

MAIN LINKS

- [Commuter Benefits Program Cover Letter <pdf>](#)
- [Expanded Commuter Benefit Program Overview <pdf>](#)
- [Which Commuter Benefit Plan is right for you? <pdf>](#)
- [Commuter Card Plan <pdf>](#)
- [Transit Pass Plan <pdf>](#)
- [Park-N-Ride Plan <pdf>](#)
- [Access-A-Ride/Paratransit Plan <pdf>](#)
- [TransitBenefit Enrollment Form <pdf>](#)
- [Park-N-Ride Plan Enrollment Form <pdf>](#)
- [Commuter Benefits Terms and Conditions <pdf>](#)
- [Benefit Officers/TransitBenefit Coordinators <pdf>](#)