

**DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
STUDENT LOAN REPAYMENT SERVICE AGREEMENT**

Title 5 U.S.C. 5379 allows repayment of outstanding federally insured or guaranteed student loans made by educational institutions or banks and other private lenders as authorized by the Higher Education Act of 1965 and the Public Health Service Act, as defined in 5 CFR 537.102. Student loan repayments are made directly to the lender subject to the conditions stated in this agreement. Use of this authority in no way constitutes a right, promise, or entitlement for continued employment or noncompetitive conversion to the competitive service.

EMPLOYEE	SOCIAL SECURITY NUMBER	TITLE AND SERIES

1. CONDITIONS OF EMPLOYMENT. The Bureau of Land Management (BLM) agrees to provide a student loan repayment benefit subject to the following conditions of employment (*Describe conditions of employment specific to this agreement, i.e., duties employee is expected to perform, work schedule, expected level of performance. If necessary, use a separate page.*)

2. CONDITIONS OF LOAN REPAYMENT. I agree to complete three years of employment with the BLM. My period of service begins when the BLM makes the first payment to:

(LENDER NAME AND FULL ADDRESS)

In return, the BLM, through its payroll provider will make payments on my outstanding federally insured or guaranteed loan under the following terms. Increases or renewals made under this part, not to exceed \$6000 each calendar year up to a lifetime total of \$40,000, (may/may not) be made without requiring a new service agreement.

Payment Schedule:

REPAYMENT AMOUNT	YEARS	TOTAL

3. LOAN REPAYMENT PROCEDURES

The National Business Center's Payroll Operations Division will make payment to (LENDER) on an annual basis. The Payroll Operations Division will disburse the net of the repayment amount to the lender. Income and employment taxes will be withheld from the

gross amount of the loan repayment amount. I understand that my W-2 Form will show the gross amount of the repayment as wages and that taxes and other assessments, deducted from the gross amount, will be shown in their appropriate categories on the W-2 Form. Payments to lenders will be in the form determined by the Payroll Operations Division. The Department of Interior is not responsible for any late fees or penalties assessed by the lender(s) prior, during, or subsequent to this agreement.

4. TERMINATION AND REIMBURSEMENT OF LOAN REPAYMENT BENEFIT

I understand I will no longer be eligible for the loan repayment incentive if I voluntarily end my employment with DOI, am separated for reasons of misconduct or performance, fail to maintain an acceptable level of performance, or in any way violate the terms of this agreement. Further, I understand that if my employment with the Department of the Interior terminates, for the aforementioned reasons, including when I leave DOI to accept employment in another federal agency, before I have completed the period of service specified in this agreement, I will be indebted to the DOI.

5. CONTINUED EMPLOYEE LOAN REPAYMENT RESPONSIBILITY

I understand that it is my responsibility, and I agree, to make loan payments on the portion of the loan(s) that continues to be my responsibility. I understand that my failure to continue to make these loan payments violates this agreement and terminates my eligibility for further loan repayment benefits.

I CERTIFY THAT I HAVE DISCUSSED THE CONDITIONS OF THE STUDENT LOAN REPAYMENT PROGRAM WITH THE HUMAN RESOURCES OFFICE REPRESENTATIVE. I AGREE THAT, IF I FAIL TO COMPLETE THE PRESCRIBED PERIOD OF SERVICE UNDER THE TERMS OF THE SERVICE AGREEMENT, WITH THE DEPARTMENT OF THE INTERIOR, I WILL REIMBURSE THE BLM FOR THE ENTIRE AMOUNT OF ALL LOAN REPAYMENTS (GROSS, BEFORE TAXES, AND DEDUCTIONS) THE BLM MADE ON MY BEHALF UNDER THIS AGREEMENT.

EMPLOYEE SIGNATURE

DATE

STATE/CENTER DIRECTOR OR WO AD

DATE

HRO REPRESENTATIVE SIGNATURE

DATE

"This information is subject to the Privacy Act of 1974, as amended."