

**3341-6-25 Garnishment of Wages.**

Applicability	All University units
Responsible Office	Division of Finance and Administration
Responsible Administrator	Controller

**(A) Policy Statement and Purpose**

Bowling Green State University will comply with wage garnishment orders issued by court order or other legal or equitable procedure (e.g., Internal Revenue Service (IRS) or state tax collection).

**(B) Policy**

The policy on the garnishment of wages applies to all employees, faculty, administrative and classified staff. While the manner in which employees use their wages is, of course, a private matter, the courts have the authority to force the university to hold back a portion of an employee's wages to pay a debt if a creditor has not been able to collect that which is owed. When this is court-ordered, the procedure is called "garnishment."

Additional information on the Garnishment of Wages Policy may be found in the Classified Staff Handbook. There is no information on this policy in the Administrative Staff Handbook or the Charter's Faculty Handbook although the policy applies to both groups of employees.

Registered Date: March 17, 2015