



Contract Approval Request Form

Academic Staff

Probationary and Fixed Term, 50% Time or Greater

NAME		PERSON # OR SOCIAL SECURITY #	
TITLE		POSITION NUMBER	
DEPARTMENT		SCHOOL/COLLEGE/DIVISION	
APPOINTMENT DATES		FISCAL YEAR	
SALARY RATE/BASIS		PERCENT TIME	FUND
NEW APPOINTMENT _____ RENEWAL _____ (INCLUDE RÉSUMÉ)			
ELIGIBLE FOR RETIREMENT? YES _____ NO _____			
DEPARTMENT APPROVAL		VICE CHANCELLOR APPROVAL	
DATE		DATE	
DEAN/DIRECTOR APPROVAL			
DATE			