

Adjunct Personnel Action Form

 Original PAF

 Revision PAF

Year	Period Type
<input type="text"/>	<input type="checkbox"/> Term <input type="checkbox"/> Semester
Period	
<input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer	

 Preparer

 Telephone

 Last Name

 First Name

 Email Address

 University ID/SSN

Will this person interact with minors?

 YES NO

If YES, please explain.

 Title: FT Employee/PT Teaching

 Contract Start Date

 Contract End Date
 Adjunct

 Contract Start Date is always the FIRST day of the month.
 Contract End Date is always the LAST day of the month.

 Check this box if the employee is a remote worker.

 Position Number

 Salary for Term/Semester

 Credit Hour Rate

 Total Credits

$$\text{Salary for Term/Semester} = \text{Credit Hour Rate} * \text{Total Credits}$$

 Home Orgn

 Timesheet Orgn

 Home Dept Name

 Fund

 Orgn

 Account

 Hours per Pay

 Cost Center for Background Check

Course ID	Section	Credit(s)	Days/Hrs
ISYS101	1	3	MWF: 9-9:45am
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Comments

PI/Cost Center Admin _____ Date _____

Dean/Director _____ Date _____

President/Vice President _____ Date _____

Office of Research Administration _____ Date _____

Human Resources _____ Date _____