

Computer Science Department Renewal Authorization Form or Change in Status Form

Name: _____ University ID#: _____

Supervisor: _____ Employee Email: _____

1. Has the employee been on payroll before?(UCPath appointment as TA, GSR, Student, Reader or Tutor)
Fellowships are not paid via payroll) YES NO
2. UCPath ID # _____
3. Position # _____
4. Position (title) and title code: _____

Please include
information in
section 1 OR
section 2

Please select _____ Step 8

Section 1

_____ % of time for FALL

Quarter Begins: September 19th – December 31st

_____ % of time for WINTER

Pay Period: January 1st – March 31st

Section 2

Other hiring dates:

start date _____
end date _____

Other % of time: _____

Other step: _____

Please check all that are applicable:

Deletion of Account #

Extension of Appointment

Additional of account #

FAU Change

Percentage Change

End Appointment -Please include last day worked _____ and reason _____.

Computer Science Account / Account Name / Add or Delete / Effective Date / End Date / Percentage/ Fund Mgr. Approval

Computer Science Account	Account Name	Add or Delete	Effective Date	End Date	Percentage	Fund Mgr. Approval

If the fund requires E-verify the Everify process can take several weeks and the student must have a social security number

Employee Signature _____ Supervisor Approval _____

Date _____

Date _____