

**THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO  
EPA PERSONNEL ACTION FORM**



ID # 2552

Date **March 3, 2005**

1. Social Security No. 123-45-6789  
 2. Name: Smith, Amy S.  
 3. Address: 2861 W. Friendly Ave.  
Greensboro, NC 27410

4. Division: **01** Unit: **22**  
 Dept No.: **324**  
 Dept. Name: **THEATRE**

Country: **U.S.A.**  
 5. Building: **35** Room # **105**  
 Campus Phone: **334-5241**

6. Benefits   
 Increase Recommender: \_\_\_\_\_  
 Timekeeper Location: \_\_\_\_\_  
 Check Dist. Code: **324**

7. I-9 Certification Needed   
 I-9 Certification Date: \_\_\_\_\_

8. Student

9. Teaching Position

10. AAO Forms Complete

11. Credentials Verified

12. U.S. Citizen  Type Visa: \_\_\_\_\_

14. Employee's Salary to be paid from sources as follows:

Posn #	Sources (Budget Subhead)	Amount	FTE
<b>490324</b>	<b>2 - 01324 - 1310</b>	<b>\$ 6,000.00</b>	<b>.50</b>

**Totals--** Amount: **\$ 6,000.00**  
 FTE: **0.50**

15. Plus Salary Increase:

13. Comments:

**To reappoint as 1/2 Lecturer for Fall 2005.**

**1**

<input type="checkbox"/> NEW APPOINTMENT	<input checked="" type="checkbox"/> REAPPOINTMENT	<input type="checkbox"/> Promotion
CHANGE IN: <input type="checkbox"/> FUNDING <input type="checkbox"/> RANK <input type="checkbox"/> SALARY <input type="checkbox"/> TITLE		

Effective Date: 08/01/2005

Work End Date: 12/15/05

Number of months worked: 4.5

Number of installments: 4

Rank Recommended: Lecturer

This is a Graduate Assistant

EPA Nonfaculty annual leave allowance recommended (if appropriate): \_\_\_\_\_ days

Replacement for faculty on research assignment/leave: \_\_\_\_\_

2  
3

**4**

<b>SEPARATION, REMOVAL FROM PAYROLL Effective Date: <u>12/31/05</u></b>
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Rank Lecturer

Separation Reason Appointment Completed Other \_\_\_\_\_

Reason for resignation \_\_\_\_\_

CHANCELLOR	VICE CHANCELLOR	GRAD. SCHOOL (Student only)	DEAN/DIRECTOR	DEPARTMENT HEAD	BUDGET OFFICE
Approval	Approval .....	Approval .....	Approval	Approval .....	Approval .....
Date .....	Date .....	Date .....	Date .....	Date .....	Date .....