

## Personnel Form

Mail or bring completed original form to:  
 Department of Anthropology      Old Main 330      Phone: 479-575-2508

### Employee Information

Employee Name Is This Person a Student?      Yes      No  
*(Please print or type)*

Department BU Start Date      End Date  
 Payroll CCN Name Payroll CCN #      % *(if applicable)*

### Appointed Employees Only

Annual Salary Position #      Is this person a current UA employee?      Yes      No

Keys UA Applications/License  
*(Give building & room description, Ex: GRAD 239)* *(Ex: meeting maker, SAS, etc.. **Attach Purchase Request form**)*

Other

Faculty Work Load      Attached      On File      Appointment      9mo.      12mo.

Graduate Assistant      Yes      No      If Yes, is this a Walton Fellow?      Yes      No  
*Attach completed and signed graduate assistant application and agreement form*

Tuition Centrally Funded?      Yes      No      If no, Please list tuition waiver CCN below.

Tuition Waiver CCN Name      Tuition Waiver CCN#      %

Type of Work: Teaching Non-Teaching Support Research Administrative Support Other (specify)		Full Tuition Waiver  Tuition Limited to _____ Hours
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### Non Appointed Employees Only

Hourly	Work Study	Adjunct	Rate of pay \$	Hourly	Unit
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Brief Description of Duties:

Supervisor Name Email      Phone  
*(Please print or type)*

Supervisor Signature Date

Department Head Approval Date

Approving Signature Date