



## SUMMER SESSION RESEARCH APPOINTMENTS

**INSTRUCTIONS:**

The form should be used for Summer Session Research Appointments only. Please use the P-14A to issue compensation for part-time faculty level services in instruction, research, outreach or administration.

ID #: \_\_\_\_\_ Name Of Person To Be Employed: \_\_\_\_\_

Title or Rank: \_\_\_\_\_ Department: \_\_\_\_\_

Dates To Be Employed: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Statement Of Source And Availability Of Funds: \_\_\_\_\_

Department Number: \_\_\_\_\_ Banner Fund Account: \_\_\_\_\_

Total Amount To Be Paid: \_\_\_\_\_ F.T.E. \_\_\_\_\_

Frequency Of Payment: Semi-Monthly \_\_\_\_\_ Full Payment On Payday At End Of Employment Period \_\_\_\_\_

Statement of Qualifications: (Educational, Professional, and Employment Qualifications and Experience as they relate to the duties to be performed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description Of The Duties To Be Performed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE APPROVAL**

Initiating Department Should Indicate Routing Below With An X.

____ Principal Investigator	_____	Date	_____
____ Department Head	_____	Date	_____
____ Dean Of College	_____	Date	_____
____ Research Division (As Required)	_____	Date	_____

Return To Initiating Department For Processing And Retention.