

## PAF Personnel Action Form

View Biweekly and Monthly payroll deadlines <a href="https://example.com/here">here</a>. PAFs received after the deadline will be processed on the next payroll.

After completing form and collecting signatures, email to PAF@TCU.EDU

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Name			TCU ID#							
Effective Date	Personnel Actio	n - Action Rose	con							
Effective Date	1 er sonner Actio	ii -Action Reas	SUII							
Ioh Information										
Tob Information Position #	Departmen	t# Job	Code	Job '	Tvne		Full /	Part Time		
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<b>Employee Class</b>				Standard	l Hours	FTE		Weeks / Yo	ear	
Pay Group	Pay Type		Pay Rate		Annual Base		ase Salar	e Salary		
Budget Informati	on									
Department	Fund Accou		ınt Project l			Earn Code			Distribution (Hours, \$, %)	
Department	l	recount		jeet	Lain Co			(Hour	8, 3, %)	
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Additional Pay / (	· · · · · · · · · · · · · · · · · · ·			~		_				
Earn Code	Begin I	Date End Date	Pay Rate	Goal Amt	Position	Dept	Fund	Account	Projec	
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Comments for Jo	b Information &	Additional .	Pav							
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Faculty Data (if a Tenure Status	Job Title									
<i>lob Contact Info</i> r Employee's Superv		Docition # Sun	omrigon TCI	IIID TCIII	Dhone # E	oum Com	nloted Dr	, Do	to	
Employee's Superv	Supervisor	rosition # Sup	ervisor ICC		rnone # F	orm Com	pieteu by	Da	ie	
Authorization			N-4-	W. G	II ! \ \ \ \ \ \ \ \ \ \ \ \ \ \			D	4.	
Department Budget Manager			<b>Date</b>	Vice Chancellor's Office				Da	te	
Rudget Office or I	Research Accountir	σ Ι	) Date	Chancellor's	Office			Da	ıta	
Dauget Office of 1	Loscar en Accountil	.5		Chancehol's	Jine			Da	ii e	