


Instructions



Navigating the form: You may either use the tab key to navigate to each required entry, or, click on each field with the mouse.



- 1) Please provide all the information requested.
- 2) "Hint" text boxes will appear by each line when you rest the cursor on the entry field.
- 3) If you choose to digitally sign the form, please use your VeriSign or Adobe signature.
- 4) Remember to attach the CV.
- 5) Forward to Faculty Affairs ML 0554 or :
for Research Assistants forward to angela.b.smith@uc.edu
for all other titles forward to tina.sandfoss@uc.edu

SALARY REVIEW WORKSHEET

(For all unrepresented titles: GEO faculty titles, Research Assistant/Associate/Fellow,
Visiting and Postdoctoral Series)
(Attach a copy of a current CV)

Employee Name: _____ Degree: _____

Title: _____

Supervisor: _____

Department/Division: _____

Current Salary: \$ _____ Requested Salary: \$ _____ % Increase: _____%

Amount of increase (w/o fringe): \$ _____

Justification For Request:

a) Merit (long term high performance): _____

b) Equity: _____

c) Other: _____

Special skills: _____

Special Responsibilities: _____

Effective Date of Salary Increase: _____

(Effective date may be retroactive to the first day of the previous month (one month maximum))

Salary/Fringe Support Account: _____

Authorizing Signatures:

Principal Investigator/Supervisor

Director/Chair

Dean/Office of Faculty Affairs