



# North Carolina School of the Arts

## EPA FACULTY/ADMINISTRATOR/GRADUATE ASSISTANT

School/Division Date Submitted  
 Regular Term    Summer Session    DOB    Race    Sex

Prospective Appointee Name as it appears on SS card    SSN  
 Address:

Street    City    State    ZIP  
 Appointment Begins    Appointment Ends    FTE  
(% of full time)

Status: Faculty    EPA Academic Support/EPA Administrative    Graduate Student

Appointment is:    Permanent    Full-Time    Part-Time    Temporary

Is the individual currently employed at another State Agency or University? Yes    No

Position Number (Required for payment against 1110 or 1310.)

Will appointee receive benefits? Yes    No (Note: Minimum .75 FTE for benefits eligibility.)

Budget: Requested Payment Account Number (use funds from the following source(s):

Account Number (10 Digits)	Amount	Account Number (10 digits)	Amount
<small>(Note: EPA payment object codes must be 1110 or 1310 for state funds.)</small>			

### Duties/Payment Schedule

- |                         |                   |
|-------------------------|-------------------|
| 1. Dean/Department Head | 2. HumanResources |
| 3. BudgetApproval       | 4. ViceChancellor |

This form should be used only for individuals in any of the following capacities:

- 1) Currently employed with North Carolina School of the Arts in an EPA Faculty or Administrator position.
- 2) Individuals secured to fulfill teaching assignments, even if temporally in nature.
- 3) Individuals working in the capacity of Graduate Assistants. May be pad against object codes 1310 with a valid position number.