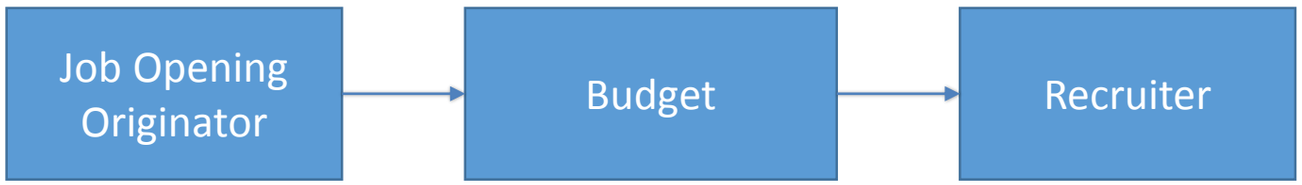
PeopleSoft V9.1

Recruitment and ePAR Workflow Approval

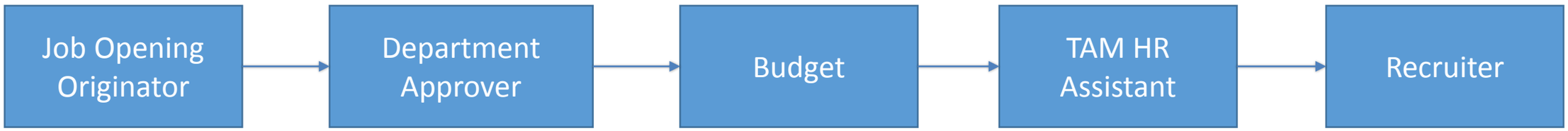
AUGUSTA UNIVERSITY

Job Opening – Executive



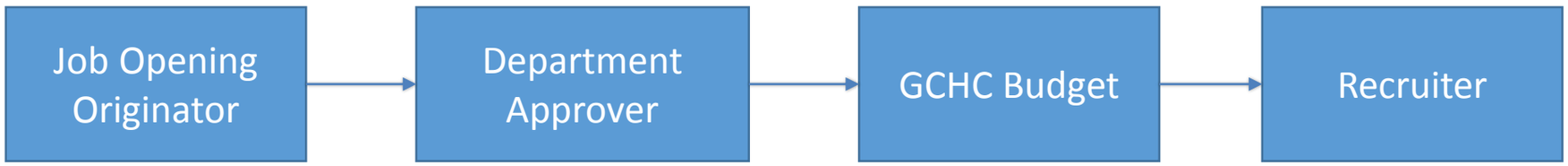
There may be one or more 'approver' at the Budget level. Only one approval is required.

Job Opening – Staff



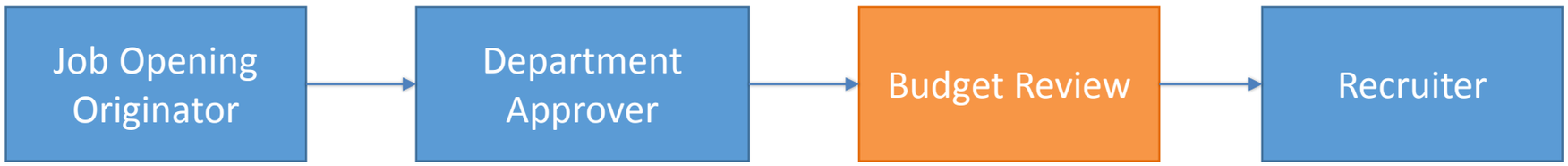
There may be one or more 'approver' at the Department Approver, Budget, or TAM HR Assistant level. Only one approval is required.

Job Opening – GCHC



There may be one or more ‘approver’ at the Department Approver or GCHC Budget level. Only one approval is required.

Job Opening – Faculty



There may be one or more 'approver' at the Department Approver level. Only one approval is required.

The Budget Office is only a reviewer for this transaction, they are not required to approve.

Template Based Hire (all types)

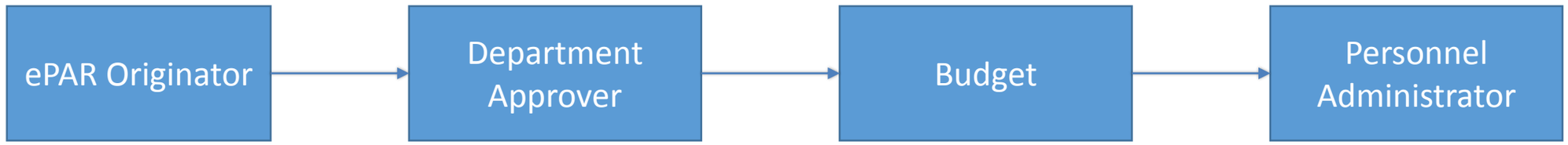
Termination

Retirement

Transfer

There may be one or more 'approver' at the Department Approver level, however only one approval is required.

Ad Hoc Salary Change



There may be one or more 'approver' at the Department Approver and Budget levels, however only one approval is required.

Additional Pay

There may be one or more 'approver' at the Department Approver and Payroll levels, however only one approval is required.

Leave of Absence

There may be one or more 'approver' at the Department Approver level, however only one approval is required.

Return from Leave of Absence

There may be one or more 'approver' at the Department Approver level, however only one approval is required.

Distribution Change

There may be one or more 'approver' at the Department Approver and Budget levels, however only one approval is required.