



3.3.1 Involuntary Separation

Policy Statement

Refer to the Policy Forms & Instructions section.

Forms/Instructions

Faculty/Staff Transfer Checklist: http://www.busfin.uga.edu/forms/fac_staff_transfer_cklst.pdf

Faculty/Staff Separation Checklist: http://www.busfin.uga.edu/forms/fac_staff_sep_cklst.pdf

Student Separation Checklist: http://www.busfin.uga.edu/forms/stu_emp_separation_cklst.pdf

Academic Affairs Policy Manual: <http://provost.uga.edu/index.php/policies-procedures/academic/academic-affairs/1-faculty/>

Separation Notice: http://www.busfin.uga.edu/forms/separation_notice.pdf

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: Associate Vice President for Human Resources

Policy Owner: hrweb@uga.edu

Policy Contact: Sige Burden

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Policy Dates

Effective Date:

Date Last Updated: 09/12/2012

Date of Last Review:

Date of Approval:

Previous Version of Policy: