

White – Human Resources  
 Green – Position Control  
 Canary – Business & Finance  
 Blue – Payroll  
 Pink – Department Head/Project Director  
 Golden Rod – Institutional Research



MISSISSIPPI VALLEY STATE  
 UNIVERSITY

## CONTINUING EMPLOYMENT

**PC05-CE**

**Date:** \_\_\_\_\_

**Department Name:** \_\_\_\_\_

**Banner Org. Number:** \_\_\_\_\_

**Contract Period: From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Fund Number:** \_\_\_\_\_

BUDGETED POSITIONS      GROUP POSITIONS

EMPLOYEE IDENTIFICATION #	EMPLOYEE NAME	JOB TITLE	FTE	STATUS*	ANNUAL SALARY	TOTAL PAY	MONTHLY SALARY / BI WEEKLY RATE	JOB CLASS

\* Codes:      1-Exempt      2=Non Exempt      3=Exempt Tenure      4=Tenure Track      5=Exempt Non Tenure Track

\_\_\_\_\_  
 Department Chair / Project Director      Date

\_\_\_\_\_  
 Human Resources      Date

\_\_\_\_\_  
 OSP / Title III / Private Grants Director      Date

\_\_\_\_\_  
 Position Control Officer      Date

\_\_\_\_\_  
 Executive Staff / Vice President      Date

*(Refer to Approval Limit Schedule)*