Indiana University Kokomo
Waiver of Search and Screen Procedures

WAIVER IS FOR:      NEW POSITION    □      REPLACEMENT    □

Department/Division ______________________________________________________________

Rank Code/Position Title ____________________________________________________________

HOURLY/TEMPORARY ______  TENURE TRACK FACULTY_______
NON TENURE TRACK FACULTY_______  ADMINISTRATIVE ______
CLERICAL ______  TECHNICAL ______  PHYSICAL PLANT ______
    FALL ______  SPRING ______  ACADEMIC YEAR ______

SALARY RANGE ____________________________________________________ (lowest to highest)

If this is a replacement request, provide name, budget position number and salary of employee being replaced:
______________________________________________________________________________

Reason for Waiver

□ Reorganization

□ Promotion

□ Other __________________________

REQUESTED BY:

Vice Chancellor/Dean/Chairperson/Director   ________________________________ Date

Appropriate Vice Chancellor/Chief of Staff   ________________________________ Date

Director of Budget Administration (All Positions)   __________________________ Date

I hereby authorize the waiver of the search and screen process for the above position.

ANTICIPATED DATE OF EMPLOYMENT _________________________

REQUEST APPROVED ________________________________________ Chancellor

REQUEST DENIED __________________________________________ Date

Attach reason(s) on separate sheet for denial.

REVISION:  5/2015