



REQUEST FOR EXCEPTION FROM PPSM30.H*
 BASE SALARY INCREASE OF CURRENT EMPLOYEE TO EXCEED 25% DURING SINGLE FISCAL YEAR

Direct Form Submission and Questions to Human Resources – Recruitment rmorales3@ucmerced.edu 209-228-2968

Note: This form must be submitted to UCM Human Resources with appropriate documentation and approved by the AVC for HR, Vice Chancellor for your area, and Chancellor before any offer to a candidate is made.

EMPLOYEE NAME:		RECRUITMENT NUMBER:
CURRENT DEPARTMENT:	PROPOSED DEPARTMENT:	
CURRENT JOB TITLE:	PROPOSED JOB TITLE:	
CURRENT PERSONNEL PROGRAM AND GRADE:	PROPOSED PERSONNEL PROGRAM AND GRADE:	
CURRENT SALARY:	PERCENT CHANGE:	PROPOSED SALARY:

JUSTIFICATION FOR EXCEPTION:

Approval Recommended
by Department Head:

Department Head Signature

Date Recommended

UCM Human Resources Comments:

Exception Approved by:

Assistant Vice Chancellor for Human Resources

Date Approved

Vice Chancellor

Date Approved

Chancellor

Date Approved

Form Routing: Proposing Department >> HR-Recruitment >> AVC for HR >> Vice Chancellor for Proposing Dept >> Chancellor >> HR-Recruitment

***PPSM30.H. ANNUAL INCREASES** An employee's total salary increase in a single fiscal year (including, for example, merit, promotional, and equity increases, but not including incentive awards) shall not exceed 25 percent of base salary, unless an exception is granted by the Chancellor.