

University of Richmond

Adjunct Faculty New Hire PAF

Form to be used for adding new or rehired adjunct faculty

Employee Information

UR ID	First
Last	Preferred First Name
Hire Date	Click here to view academic calendar.
School	U.S. Citizen? Yes No
Department Name	Home Org #

Comments

Approvals - *As required by your division or department*

Preparer	Date
Approver	Date
Dean	Date

HR/Payroll Use Only

Employee Class	42 Adjunct Faculty Paid Monthly
	43 Adjunct Faculty Paid Bi-Weekly (Music Only)
	48 Faculty PT 9-Month Contract
Retirement Eligibility Date	
Human Resources	Date