

What needs to go through the exemption process...

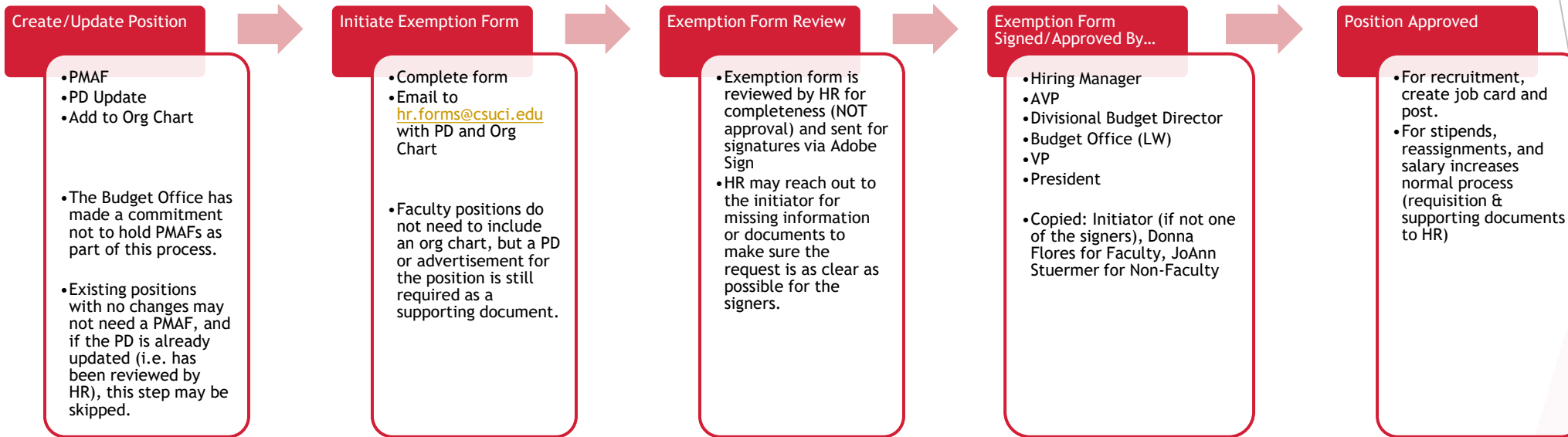
Must go through the exemption process:

- Recruitments (Permanent, Temporary, Emergency Hire)
- Stipends
- Reassignments (new or extensions)
- Salary increases (specifically increases and reclassifications outside the Collective Bargaining Agreement (CBA) processes which include GSI, SSI, IRP, ICP, etc.)

Does not go through the exemption process (tracked internally by BFA):

- Faculty Additional Pay (2403)
- Special Consultant/Pay (4660)
- Lecturers/Part-Time Faculty
- Student Employees
- In-Range Progressions, In-Class Progression, and Reclassifications following the CBA processes.

Request for Exemption Workflow



Form may be declined by the Budget Office if insufficient funds exist or are not identified in the request. The initiator should review available budget for the position with their Divisional Budget Officer *before* submitting the request.