

PERSONNEL ACTION FORM (PAF): ADDITIONAL PAY

FACULTY

New PAF

Revised PAF

***Use this form for University (Non-Grant and Overhead) Funded Additional Compensation Benefited Faculty.**

Section 1: EMPLOYEE DATA

1. Employee ID

2. Employee Name

3. Job Title

• All approval signatures must be obtained before sending to HR/Payroll for processing.

• Please check payroll website for processing deadlines.
<https://www.uml.edu/HR/Payroll-Services/Pay-Schedule.aspx>

• Guidelines and Instructions for Additional Faculty Compensation
<https://www.uml.edu/research/ora/policies/faculty-additional-compensation-guidelines.aspx>

4. Union

Section 2: ADDITIONAL COMPENSATION DETAILS

5. TYPE of ADDITIONAL PAY (Select one)

ACE – Continuing Studies

EOD – Employee of Distinction

ACF – Faculty

RTY – Royalty

DCS – Coordinator Stipend

SA1 – Summer Teaching

him or her into conflic