

UNIVERSITY OF ILLINOIS
AT CHICAGO

Office of the Vice Chancellor for Human Resources (MC 897)
Suite 201, Human Resources Building
715 South Wood Street
Chicago, Illinois 60612-7221

UIC Notice of Non-Reappointment

(Date)

Employee Name
Employee's verified Home Address

Dear (Employee):

This is to notify you that the Board of Trustees is being asked to issue you a notice of non-reappointment to your Academic Professional position as the State University Civil Service System has determined that the position you hold must be converted to the appropriate Civil Service Classification.

Sincerely,

(Supervisor's name)

cc: UIC Human Resources Records

UIC

Phone (312) 996-3510 Fax (312) 996-6807