



REQUEST FOR WAIVER  
OF SEARCH PROCESS

OFFICE FOR ACCESS  
AND EQUITY (M/C 602)  
The University of Illinois at Chicago  
(312) 996-8670

C – FOAPAL \_\_\_\_\_

EEO/AA Job Code No. \_\_\_\_\_ Coll/Dept. Code and Name \_\_\_\_\_

Proposed Appointee \_\_\_\_\_ Gender-Race/Ethnic \_\_\_\_\_

Proposed Appointment Date \_\_\_\_\_

Proposed Title \_\_\_\_\_ Current Title \_\_\_\_\_

Proposed Salary \_\_\_\_\_ Current Salary \_\_\_\_\_

Proposed Department \_\_\_\_\_ Current Department \_\_\_\_\_

Is proposed appointee currently a Civil Service employee?  yes  no

PAPE form attached (for non-faculty positions)  Not applicable  yes  no

- Basis for waiver:
- Internal candidate for major appt.
  - External candidate of outstanding achievement
  - Other special circumstances
  - Reorganization of unit
  - Promotion
  - Reassignment/transfer
  - Title change only
  - Spousal Hire

Reason for request:

**PLEASE ATTACH A COPY OF THE PROPOSED APPOINTEE'S CURRICULUM VITAE OR RESUME, LETTERS OF REFERENCE (if available), AND PAPE FORM IF APPLICABLE.**

**APPROVAL SIGNATURES**

\_\_\_\_\_  
Hiring Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
2<sup>nd</sup> Level Administrative Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Search Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Campus Equal Opportunity Officer

\_\_\_\_\_  
Date