CAH OPS SIGN-IN PROCEDURES

All OPS employee payroll sign-ins must be conducted in accordance with UCF Human Resources procedures. For more information, refer to:

https://hr.ucf.edu/liaisons-and-managers/interviewing-and-hiring/preparing-to-hire/ops-procedures/

CAH Units are required to attach ALL payroll/records sign-in documents for OPS hourly employees, OPS Graduate employees and OPS Adjuncts to the ePAF.

Attaching PDF's to ePAF's: http://hr.ucf.edu/files/ePAFAttachmentGuidelines.pdf

Forms must me filled out properly and if not the ePAF will be returned to the CAH unit for correction.

Adjuncts pay rates must comply with the Dean's memorandum dated September 6, 2006.

CAH Adjunct Rates

10/11/13