Student Assistant Lead/Supervisor/MPP/Timekeeper Change

Lead / Supervisor:

Change to: Employee Name: Employee Coyote ID#:

_____   _____

Secondary Lead / Supervisor:

Change to: Employee Name: Employee Coyote ID#:

_____   _____

MPP (MPP, Dean, Associate Dean):

Change to: Employee Name: Employee Coyote ID#:

_____   _____

Timekeeper:

Change to: Employee Name: Employee Coyote ID#:

_____   _____

*Please note: Timekeeper change may require additional changes with CSUSB Payroll Service, please contact the respective office for the correct change.

Effective Date:

Change requested for:

	Employee ID#:	First Name:	Last Name:	Record #:
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

Authorizing MPP, Dean, Associate Dean:

Signature: Date: