

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

APPLICATION FOR WAIVER OF NEPOTISM

New Hire **Promotion/Reclass/Reappoint/Reassign/Marriage**

1. IDENTIFICATION OF PROSPECTIVE EMPLOYEE

Name: _____

Job Title: _____

Employing Department: _____

Administrative Supervisor: _____

2. IDENTIFICATION OF CURRENT EMPLOYEE

Name: _____ R#: _____

Job Title: _____

Employing Department: _____

Relationship to Prospective Employee: _____

3. JUSTIFICATION FOR WAIVER OF NEPOTISM and reporting structure

4. DEPARTMENTAL APPROVAL

Administrative Head: _____ Date: _____

Next Level Management _____

Vice President: _____

5. HUMAN RESOURCES REVIEW

Asst. VP for HR: _____ Date: _____

6. RECOMMENDATION/ APPROVAL

President: _____ Date: _____

Chancellor: _____ Date: _____

7. BOARD APPROVAL

The Board of Regents has approved this Waiver of Nepotism.

Date of Board Meeting and Item Number: _____

8. RETURN TO HUMAN RESOURCES DEPARTMENT