## **Appendices—HR Forms**

Appendix D.1 – Professional Development Application Form-Degree

Appendix D.2 - Professional Development Application Form -Non-

Degree Appendix E.1 – Performance Evaluation Form (Professional and

Classified) Appendix E.2 – Development Plan (Professional and

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Appendix G – Instructional Faculty Evaluation

Appendix H - Dependents Eligibility Form

Appendix I – Educational Development Request Form

Appendix J – Application for Donated Sick Leave

Appendix K – Personnel Records Request Form

Appendix L - Faculty Workload Form

Appendix M – Entry Permit Application Form

Appendix N – Cabinet Review Form

Appendix O – Personal Services Contract

Appendix P – Personnel Requisition Form

Appendix Q – Supervisor's Checklist for Reclassification Requests Form

Appendix R – Request for Establishment of a New Position

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Appendix T – Life Insurance Enrollment Form

Appendix U – Life Insurance Disclaimer Form

Appendix V – Employee Checkout Form

Appendix W – Worker's Comp WC Pohnpei Form

Appendix X – Emergency Contact Form

Appendix Y – Retirement Enrollment Change Form

Appendix Z – Retirement Plan Distribution Form 401k

Appendix AA – Retirement Plan Loan Application

Appendix BB – MiCare Enrollment Form

Appendix CC – MiCare Amendment Form

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