

Clemson University Request for Performance Increase

Name: _____ Emplid: _____
 Dept/Position #: _____ Band: _____
 Position Title: _____ Job Code/Slot: _____
 Band Range: _____ Minimum _____ Midpoint _____ Maximum

Requested salary to be calculated base salary

Current Base Salary: \$ _____ Requested Base Salary \$ _____ % Above Base Salary _____
 (Base Salary is the salary excluding longevity pay, shift incentive, temporary adjustments, etc.)

Justification/Criteria: **(2 criteria must be chosen)**

- Significant increase in service, quality of work, or productivity
- Significant contributions to workplace safety
- Significant contributions to cost savings, or cost reduction, etc.
- Substantial contribution to the objectives of the department or division
- Consistent outstanding teaching evaluation and academic advising
- Outstanding record of research, scholarship, or creative activity
- Significant record of public, professional or institutional service
- Significant honors or awards from either internal or external sources
- Demonstrated positive attitude and spirit of service and cooperation
- Outstanding leadership record for developing/delivering of educational programs
- Significant contribution in developing/implementing improved work processes
- Other specific contributions to the success of the organization
- Attainment of a higher level of education directly related to current position
- Further professional development directly related to current position

Attachments: Most Recent EPMS Evaluation Rating
 Copy of Certificate, Diploma, Degree
 Other Supporting Documentation (Optional)

Authorized Signature(s): _____ Date _____
 _____ Date _____
 _____ Date _____

To be completed by the Classification, Compensation, and Recruitment Unit

Approved Approved: \$ _____ Effective Date: _____ Disapproved

Comments: _____

CU-OHR Authorized Signature _____ Date _____