

Transition to University Staff Form

By initiating this job change, you are agreeing to transition to the University Staff employment category as defined by the conditions of employment below. Your position will be mapped to the career architecture as defined in your final results letter.

CONDITIONS OF EMPLOYMENT

University Staff positions are offered under the [policy 6-510](#) of the Arizona Board of Regents Policy Manual. Your employment with the University of Arizona will be at will, which means that either you or the University may terminate the relationship at any time.

University Staff positions operate under the human resources policies defined in the [University Staff Manual](#). This online document explains your benefits, retirement options, and compensation as well as your rights and standards for conduct.

Complete and sign below to transition to University Staff. **Please note that your transition to University Staff is an irrevocable decision.**

Print Employee Name: _____ **Employee ID Number:** _____
Employee Signature: _____ **Date:** _____

Submit this completed form to your HR department Approver.