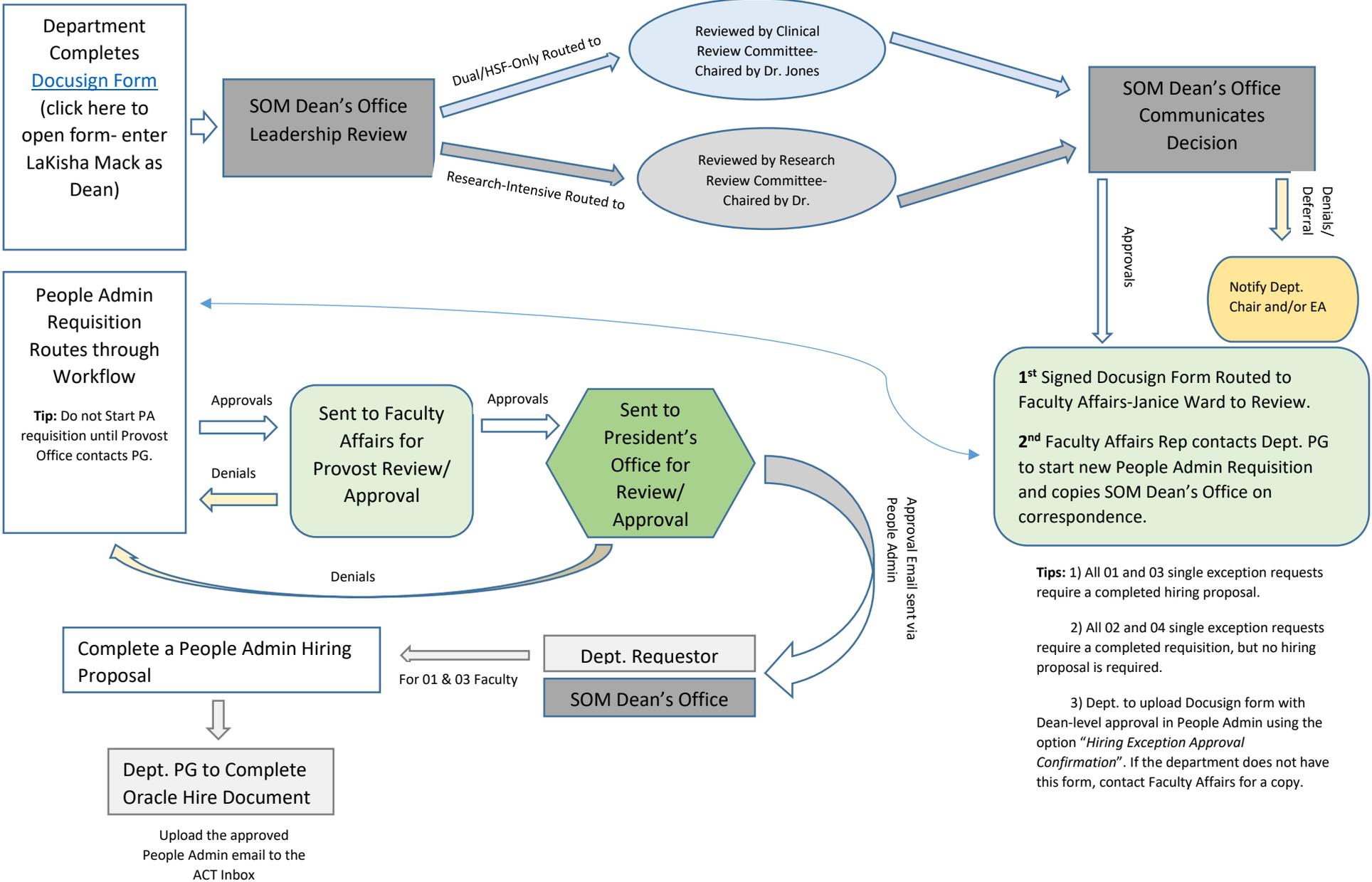


SOM Single Exception Process for Faculty Hires



- Tips:**
- 1) All 01 and 03 single exception requests require a completed hiring proposal.
 - 2) All 02 and 04 single exception requests require a completed requisition, but no hiring proposal is required.
 - 3) Dept. to upload Docusign form with Dean-level approval in People Admin using the option "Hiring Exception Approval Confirmation". If the department does not have this form, contact Faculty Affairs for a copy.