

APPENDIX E
REQUEST TO APPEAL CLASSIFICATION OF POSITION

TO: Chief Human Resources Officer _____

(Name and College)

FROM: _____
(Name and Title)

SUBJECT: Appeal of Position Classification

DATE: _____

I hereby appeal the classification of my position and request a classification audit and evaluation in order to determine whether it is appropriately classified.

I am requesting that my position be changed:

From: _____
(Title and Job Grade)

To: _____
(Title and Job Grade)