

## HUMAN RESOURCE SERVICES

Marshall University

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### BANNER HR PRIVILEGES TERMINATION FORM

The following person is no longer employed in this office, and all HR ORG privileges applicable to his/her position should be deleted. After the responsible supervisor has signed the form, it should be forwarded to Human Resource Services, Old Main, Room 207.

Name	
Department	
MU ID number	
MUNet Account	
Campus Address	
Work Phone	
Email	
Please Check One	LEFT EMPLOYMENT OF UNIVERSITY [ <input type="checkbox"/> ] TRANSFERRED TO A NEW POSITION IN A NEW DEPARTMENT [ <input type="checkbox"/> ]

SUPERVISOR SIGNATURE	DATE SIGNED