



TEMPORARY FACULTY AND ASE APPOINTMENT PROCESSING DEADLINES AY 22-23



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Monday, January 9	Submit New ASEs to " Non-CHRS Onboarding: Form I-9 Initiation " Spreadsheet
Tuesday, January 17	Academic Student Employee Appointment forms in OnBase are due Documents should be submitted to TAs if applicable for TAs who have not completed new employee

Monday, January 23 New ASEs must have completed New Hire Documents and I-

RETURNING TEMPORARY FACULTY AND ACADEMIC STUDENT EMPLOYEES

Tuesday, January 17

Appointment Requests Due in OnBase

- Email permitted thru March at tempfaculty-ase-appointments@sjsu.edu
- [Temporary Faculty Appointment request form in OnBase](#)
- [Academic Student Employee Appointment form in OnBase](#)

Monday, January 23

Begin: FS revises appointment start date 8 (-)-1.8 (S)g0 Tc 0 T \bar{w} ()TjEMC ET/A56(a3snua)4

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