

# HUMAN RESOURCES

 University of Calgary

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**CONFIDENTIAL**

**TO**: Penny Werthner, Interim Provost and Vice-President (Academic)

**CC:** Sheila Miller, Faculty Association **DATE**: January 12, 2024

**FROM**: «Your\_Name»

**MARKET SUPPLEMENT REQUEST**

|  |  |
| --- | --- |
| **Academic’s Name:**  |  |
| **UCID Number:**  |  |
| **Department:**  | **Faculty:** |
| **Appointment Type:** | **Rank:**  |
| **Current Rank Salary:**  |
| **Requested Market Supplement value:**  |
| **$** | **From:** | **To:** |
| **Description / Rationale** Please include a statement and/or available information regarding competitive pressures in the academic market for this discipline, offers from other institutions, etc. |
| **RECOMMENDED by Dean (or administrative equivalent) to the Provost & Vice-President (Academic):**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Signature Date |
| **ACTION of the Provost & Vice-President (Academic)** By signing this document, I hereby approve the details as described herein:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Signature Date |

Please send completed form to Human Resources via email to academic.contracts@ucalgary.ca

If you have any questions concerning this information, please contact the HR Contracts team at (403) 210-9300.

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