UGTERM - Graduate Student Termination
Terminate graduate students - UNH/UNHM only

		On-Time Termination	Late Termination
Access NOAEPAF			
	Enter Key Block Information:		
	Name/ID		
	Query Date	Termination Date *** **If the Termination Date is the same as the hiring Job Begin Date and no money is to be paid to the employee, you must notify HR to change the Rate to $0.** ***	First day of pay period following the last completed pay period
	Approval Category	UGTERM	
	Position/Suffix	Position / Suffix combination to be terminated.	
NEXT BLOCK			
	TERMIN		
	Jobs Detail Eff Date	Same as Query Date	
	Personnel Date	Same as Query Date	Actual Termination Date
	Job Status	T	
	Job Change Reason	TTERM	
	Contract Begin Date	If the Current Value of the Contract Begin date is... ... blank, leave blank. ... earlier than the TERMIN Jobs Detail Eff Date, leave blank. ... later than the TERMIN Jobs Detail Eff Date, enter the same date as TERMIN Job Detail Eff Date.	
	Contract End Date	If the Current Value of the Contract End Date is... ... blank, leave blank. ... earlier than the TERMIN Job Detail Eff Date, leave blank ... later than the TERMIN Job Detail Eff Date, enter the same date as TERMIN Job Detail Eff Date.	
Save			
Routing Information, Save			
Transaction Comments, Save			
Submit Transaction			