The University Corporation

**2015 Request for**

**Cost of Living Adjustment (COLA)**

Sponsored Programs

The 2015 COLA of **3%** applies only to regular staff appointments.

Not eligible for a COLA are ‘Emergency Hires’, employees with less than 6 months of service, and employees with a recent change of status increase.

**Name of Employee Job Title**

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**Account Fund Department Project ID**

\_\_\_\_\_\_\_\_\_\_\_\_\_ S4000 24200 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name: Authorized Signature Date:**

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