

If you feel your salary information is may be incorrect in the Employee Access Center (EAC), you must submit this **ONLINE** form. Submit to Human Resources by clicking the correct **“Submit”** button below. Thank you for only submitting this form online to assist in our automation efforts.

Employee Name		Employee ID #	
Campus		Position	

**I feel that my salary may be incorrect because:**

*Thank you for completing this online form.  
We value accuracy in our records and appreciate this opportunity to update your information (if necessary).*

Please submit your information online by **November 1st** using the appropriate submit button below.  
If you are unable to submit online, please fax to 940-369-4984.

High School Professional Personnel	
Middle School Professional Personnel	
Elementary Professional Personnel	
Operations & Classified Personnel	
Professional Support Staff	

Human Resources Use Only	
Your salary is correct as previously stated.	Your salary is incorrect and is being changed to \$_____
Comments:	
Date Completed:	