

**HIRING FREEZE CATEGORY EXCEPTION REQUEST FORM  
FOR ACADEMIC PERSONNEL**

SCHOOL/DEPARTMENT: \_\_\_\_\_ DATES: \_\_\_\_\_

Hiring Category (Title): \_\_\_\_\_

Number of Positions: \_\_\_\_\_

Justification for Exception:

Metric to Justify the Number of Positions: \_\_\_\_\_

Funding Sources: \_\_\_\_\_

Total Cost: \_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Chair /Director \_\_\_\_\_  
Date

\_\_\_\_\_  
EVP /Dean/Institute Director \_\_\_\_\_ \_\_\_\_\_  
Title \_\_\_\_\_ Date

\_\_\_\_\_  
Hiring Review Committee Chair \_\_\_\_\_  
Date