

Employment Processing Times for Faculty and Staff Hires

Hiring Exemption Request Form	Submission, Review & Approval	1-7 days
Exemption Request Form	Review & Approval	1-15 days
ROCS Submission and UHR	Submission, Review & Approval	10-20 days
Posting	Review & Approval	5-30 days
Vetting & Interview Process		5-10 days
Disposition Completed		1-3 days
Background Check and COVID-19 Compliance	Approval & Compliance	5-45 days (or more)
I-9 Processing		1-3 days
HCM Process	Review & Approval	1-5 days

