MURRAY STATE UNIVERSITY
Payroll Electronic Personnel Action Form (EPAF) Access Request

Employee Requesting Access:

Last Name	First Name	M#

Email: _____ @murraystate.edu

Home Dept. Name: _____ Campus Phone: _____

Org # (s): _____ _____ _____ _____ _____

_____ _____ _____ _____ _____

I am requesting access to enter or approve Electronic Personnel Action Forms (EPAFs) for the Org #'s listed above. I understand the student hiring process and that any information I have access to must be kept completely confidential.

Employee Signature: _____ Date: _____

I certify that the above employee is permitted to enter or approve EPAF's assigned to the Org #'s listed above.

Department Head Signature: _____ Date: _____

Instructions on how to enter and approve EPAF's can be found on the Payroll Office website or on the support site.

Please submit the form to Accounting and Financial Services, 200 Sparks Hall or Fax to 809-3014 or via email to kgachoka@murraystate.edu.