Titleholder New Request Form Workflow

Start

School Contact can modify the form and add details to the original form

Conferral of Title Request Form (Applicant/SC)

Form Submission Notification

Submit

Approval Required Notification

Reminder Approval Notification

Title Review Form (SC) — Withdraw → Cancelled

Request Pushback Notification

Unsuccessful Application Notification

Approve

Approval Form (HoS)

Approval Required Notification

Reminder Approval Notification

Decline

Approve

Title Levels

A,B,C, Other

D,E

Decline

Approval Form (ED)

Approval Required Notification

Reminder Approval Notification

Approve

Decline

A,B,C

Professorial Title

No

Yes

Approval Required Notification

Reminder Approval Notification

Approval Form (HR Associate Director)

Request Pushback Notification

Approve

Decline

Approval Required Notification

Reminder Approval Notification

Approval Form (VC&P)

Integration Broker

Approve

Title Confirmation letter notification

Processed