

**NOTIFICATION OF GE APPOINTMENT THAT EXCEEDS THE .49 FTE LIMIT IN SUMMER**

DATE:

HIRING UNIT:

We are submitting a GE appointment that will result in an FTE of more than .49 this summer for the following student:

LAST NAME:

FIRST NAME:

UO ID #:

This memo confirms that:

- There are no other GEs willing, able, or qualified to do the work associated with the additional FTE, and
- The additional FTE will not interfere with the student's progress toward the degree, and
- The below guidelines have been considered when determining the student's total FTE:

<b>FTE Range</b>	<b>Recommended Maximum Number of Credits</b>
.20 - .49	16
.50 - .61	12
.62 - .74	8
.75 - .88	4
.89 - 1.0	0