

North End Center, Suite 2300 300 Turner Street NW (0318) Blacksburg, Virginia 24061

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## **Human Resources Signature Authorization**

In order for personnel forms to be valid, the signature of a Vice President, Dean or their designated representative is required. Submit revisions as changes occur in order to assure current and accurate authorizations. **Please complete the following and submit to Human Resources.** 

(i.e., College of Business or Vice President for	r Student Affairs)
The following individuals are authorized to sign nitialed signatures are not acceptable.	personnel forms for the department(s) noted below. Stamps or
Signature of Dean or Vice President	Typed Name and Title
Or On My Behalf, The Following Individual(s) N	May Sign:
Signature	Typed Name and Title
Signature	Typed Name and Title
int deportments (by some and deportment by	and any reprovings to this conit for which the Deep or Vice Descident
	mber) reporting to this unit for which the Dean or Vice President  Department Name
authorizing signature approval:	

For questions concerning this form, please contact Human Resources at (540) 231-9331.

Page 1 Revised Nov-19