



**TEXAS A&M**  
FOREST SERVICE

## Promotion Request

### Requested Promotion

Name:			
Date:			
Promote From (Current Title/Position):		PIN	
Promote To (New Title/Position):		PIN	
Justification <sup>1</sup> :			

### New Salary Calculation

(Hourly Rates-Hourly Positions; Annual Rates-Salaried)

Current Salary:	
New Salary Before Compression Adjustment*:	
Compression Adjustment <sup>2</sup>	
New Salary After Compression Adjustment:	

\*Basis for Determining New Salary Before Compression Adjustment (Higher of):

Promotion to Position with Career Ladder		Promotion to Position with No Career Ladder	
Pay Range Minimum		Pay Range Minimum	
\$1.20/hr or \$2,500/yr Increase		7.5% Increase	
6% Increase			

### Approvals<sup>3</sup>

Department Head	Date	Division Director	Date
HR Compliance Review	Date	Deputy Director, CFO, or CAO	Date

<sup>1</sup>Attach copy of completed task book or Career Ladder (as applicable)

<sup>2</sup>Include Calculation Compression Adjustment Worksheet

<sup>3</sup>Attach Form 500 with this form