

Hiring Plan (HP) ID

Hiring Plan Editor

Displays the parameters of the Hiring Plan.

EVC

This section is completed by the Registry Administrators

- [EVC Control Status](#) definitions are provided in the Utilities tab.

Recruitment

This section is maintained by the School.

- [Recruitment Status](#) options and definitions are provided in the Utilities tab.
- Adding the JPF Number is helpful to the School and Registry Administrators

School

This section contains optional fields for use by the School.

The Notes field is an open text area to capture other notes as needed. Click-drag the bottom left corner to stretch the viewing area.

Budget

Placeholder for future data entry.

[Add FTE](#) (button), for use by Registry Administrator

FTE

Once the FTE ID has been created, basic information will be shown along with placeholders for future financial data fields. The FTE ID is linked to the FTE ID Information page.

Hiring Plan Notes

[Add Note](#) (button)

- This feature is currently only available to the Registry Admin users.
- Used for important documentation about this specific Hiring Plan (not the Faculty or FTE).
- Notes will display with the most recent at the top.