

## **Employee Termination Form**

To be completed by employee's supervisor (Dean/Department Chair/Director) Contact the Office of Human Resources at (580) 581-2245 if you have questions.

Employee Name			
Supervisor Name			
Employee Job Title			
Department Name			
Effective Date of Termination			
Would Recommend for Rehire	Yes	No	
Comments:			
Signature of Dean/Department Chair/Director			Date
Received by Human Resources	5:		

EEO/AA Employer/VETS/Disability

T10