

Classification Title: CSU classification title of position (Link to CSU Classifications)  
<https://cyou.calstate.edu/Divisions-Orgs/HR/hrm/Compensation/Classification%20Standards/Forms/>

Working Title: Title of position affected.

CSU Class (job code): Job code of CSU Classification <https://cyou.calstate.edu/Divisions-Orgs/HR/hrm/Compensation/Classification%20Standards/Forms/AllItems.aspx>

Range: Range Code of position affected. Find on salary schedule below Job Code.

Position Reports to: Person the affected position reports to (appropriate administrator) and working

CMS Position #: Listed on Labor Cost Distribution Report (LCD).

New (if changing)

Department ID.: #

New Department #

Classification Title: New classification moving to (or proposing)

Working Title: New working title

CSU Class Code: New Class Code

date if applicable.

o Start/Effective Date: Identify proposed start date.

o Current Pay Plan: Identify if the position affected is currently a 12-month, 10/12, 1 s c

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**TRANSACTION IS:**     Permanent     Temporary                      Ending Date: \_\_\_\_\_  
Proposed Start/Effective Date: \_\_\_\_\_

**Pay Plan Change:**

