## RESIGNATION ADVICE FORM

Please complete, SCAN and EMAIL to Human Resources Branch, Division of Services and Resources

STAFF MEMBER DETAILS						
Staff ID		School/Branch				
Title	Family name		Given names			
Position Titl	е		Work phone			
RESIGNATION DETAILS						
Resignation date						
Leave						
Workers Compensation						

## TAX: INCOME STATEMENT and PAYMENT SUMMARY

Workforce Management Handbook	Leaving the University Procedure	Effective Date:	5 February 2016	Version 1.0		
Authorised by	Chief Operating Officer and Vice-President (Services and Resources)	Review Date:	5 February 2019	Page 1 of 1		
Warning	This process is uncontrolled when printed. The current version of this document is available on the HR Website.					