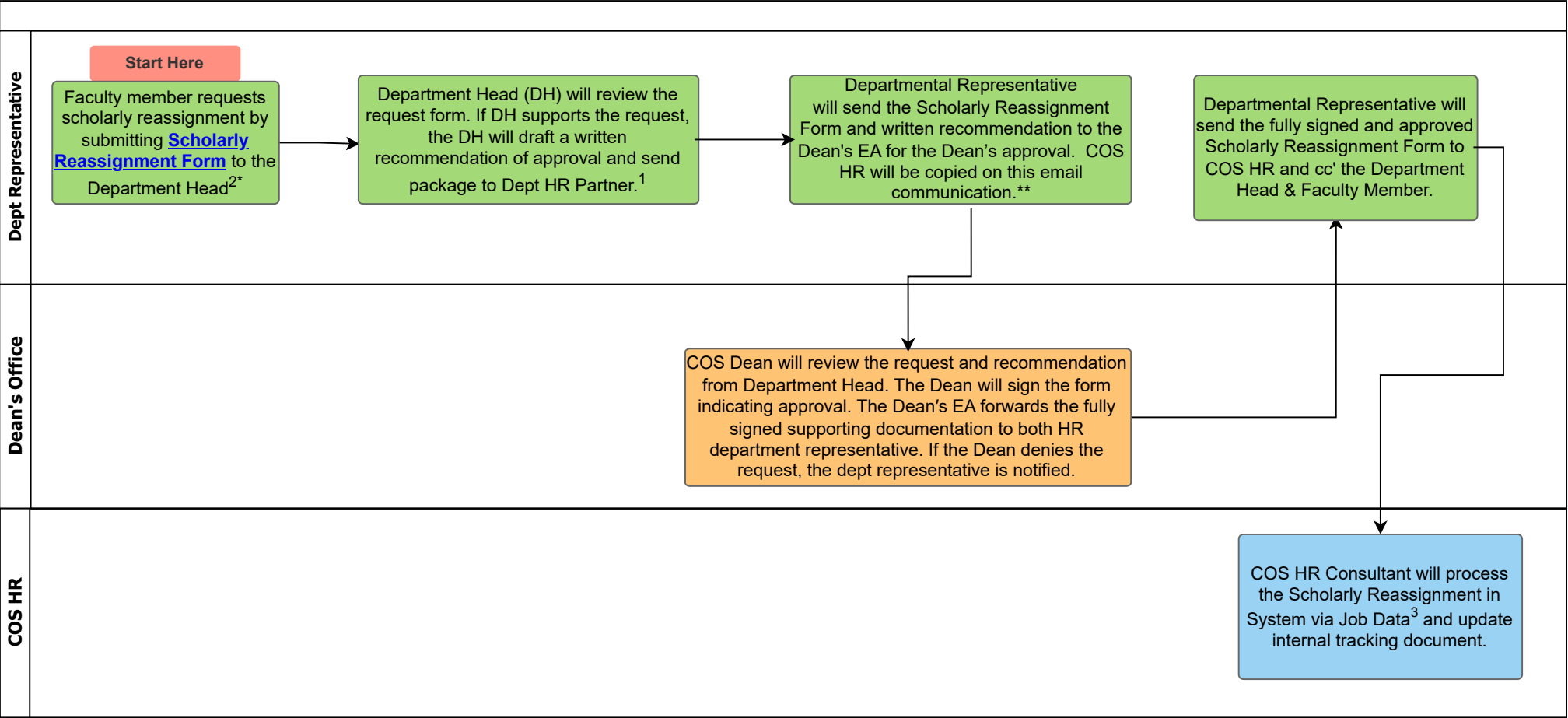


PROCESS MAP FOR HR.13.00  
SCHOLARLY REASSIGNMENT



**Research Administration**

\*Please contact the College Research Office to discuss contracts and grant planning during a scholarly reassignment. (email to [cos\\_research@ncsu.edu](mailto:cos_research@ncsu.edu))

\*\*The department HR representative will copy COS HR on emails sent to the Dean's executive assistant. COS HR will use this information to track reminders for scholarly leave job data entries.

**Associated Links:**

- 1. [Scholarly Reassignment FAQs SOP](#)
- 2. [REG 05.20.24 - Scholarly Reassignment for Faculty](#)
- 3. [User Guide for Processing HR System Transaction for Scholarly Reassignment](#)