The Termination Checklist to be used for faculty and academics is the same that is used by Yale to terminate any employees. It is online at <u>3503 FR.03 Termination</u> <u>Checklist | It's Your Yale</u>

If you have any questions specifically related to terminating the faculty member or academic appointee, send email to <a href="mailto:faculty.admin@yale.edu">faculty.admin@yale.edu</a>.

If you have general questions related to terminations, send email to <a href="mailto:employee.services@yale.edu">employee.services@yale.edu</a>.

Thanks!

12/17/2021