## Reappointment Process for FTII, FTI, and FTM Appointments – Assumes there has been no break in service Notification of Department Contact Reappointment form is MPS given to completed (spreadsheet employee, signature attached if it covers obtained, and multiple signed MPS sent reappointments) **HR Consultant** Notification of Reappointment MPS reviewed, Signature date on form is reviewed signed, and sent MPS sent and sent Support Center (TSC) **Transactional** TSC sends list of fixed term IBIS reappointment/ MPS generated and appointments extension processed sent ending in the next few months

