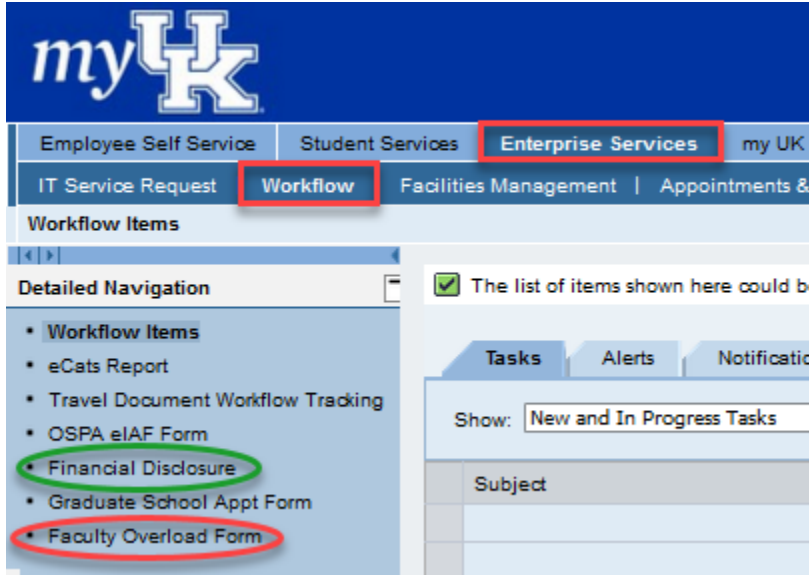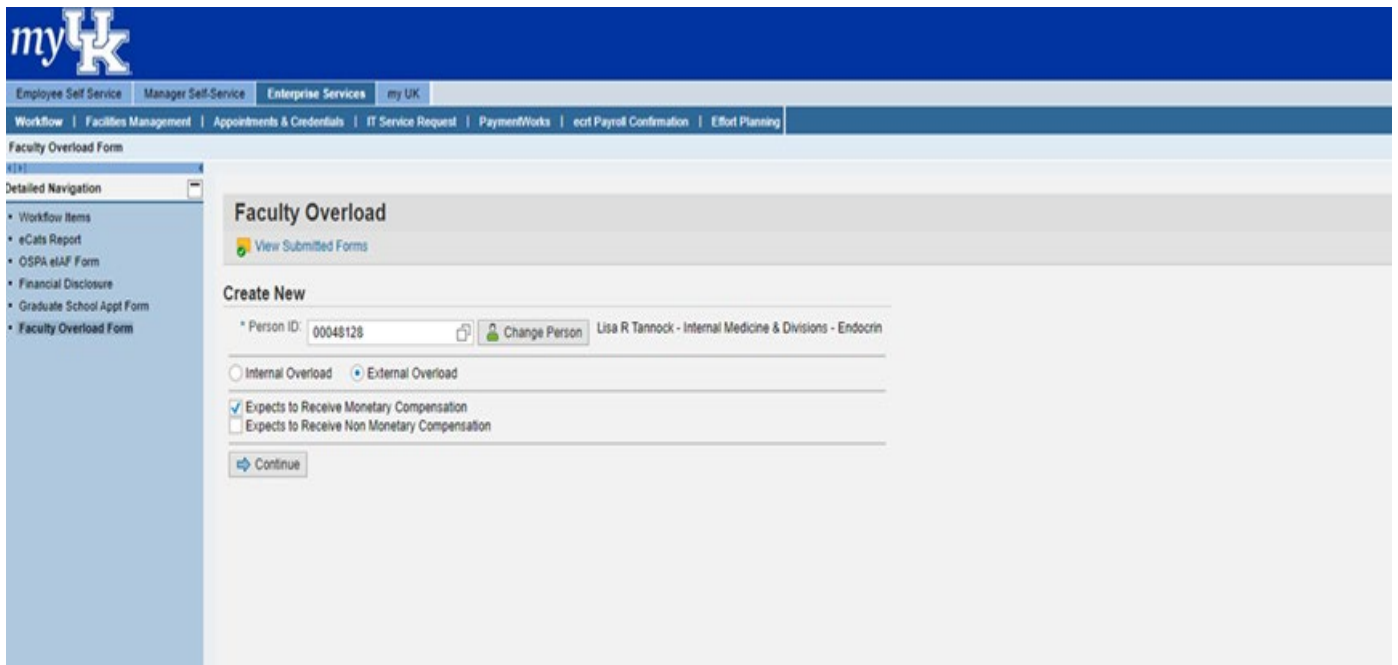## Form F Instructions

Form F can be accessed by going to myUK.uky.edu, clicking "Enterprise Services" on the top navigation, then "Workflow." Click on Faculty Overload Form (circled in red below) to access Form F.

Here are some screenshots of what you will see after accessing Form F, and the fields you will need to complete:

Employee Self Service | Manager Self-Service | Enterprise Services | my UK

Workflow | Facilities Management | Appointments & Credentials | IT Service Request | PaymentWorks | ecrt Payroll Confirmation | Effort Planning

Faculty Overload Form

Detailed Navigation

- Workflow Items
- eCats Report
- OSPA eIAF Form
- Financial Disclosure
- Graduate School Appt Form
- Faculty Overload Form

Faculty Overload

External Overload

[Check] [Add Attachments] [Submit to Workflow] [Cancel]

* Person ID:	00048128	Lisa R Tannock - Internal Medicine & Divisions - Endocrin
Appointment Period:	Twelve Month	

* Dates Covered by Request: [   ]   * to: [   ]

* Total Days: [   ]   One Hour = 0.125 days

* External Employer: [   ]

Total Compensation: [   ]

* Will University resources such as equipment, lab space, or students be used for this overload activity?:   ○ Yes   ○ No

* Briefly Describe the Activity:

[   ]