

**CENTRAL STATE UNIVERSITY
MERIT AWARD FORM**

Name _____ Date _____

Department _____ Job Title _____

Evaluation Period _____ Evaluator _____

DETERMINATION OF MERIT AWARD ELIGIBILITY

Has the employee met established goals? Yes _____ No _____

If no, then employee is not eligible for a merit salary award. No merit increase will be awarded.

Has the employee met an overall rating of “**Meets Expectations**” or above? Yes _____ No _____

If no, then employee is not eligible for a merit salary award. No merit increase will be awarded.

MERIT AWARD DETERMINATION RATINGS

- 70 - Consistently Meets Expectations at all times
- 56 - Often Exceeds Expectations at all times
- 42 - Meets Expectations at all times
- 28 - Some Improvement is needed in most areas
- 14 - Major Improvement is needed in all or most areas

SIGNATURES:

Direct Supervisor Date _____

Vice President / President Date _____

Please submit original to Human Resources.