



Florida Institute of Technology
High Tech with a Human Touch™

Electronic Personnel Action Forms (EPAF)

Changing and Canceling an EPAF Instructions

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Procedure to cancel an appointment initially created by an EPAF

Send an email to dtudor@fit.edu and irizarry@fit.edu (for Adjunct EPAFs) with the following information:

- The employee's full name
- The EPAF transaction number
- Subject: "EPAF canceled – [Name of Employee]"

Other pertinent information may be included in the email.