

**Example 5.8a****REPORT OF TERMINATION OF EMPLOYMENT**

Date \_\_\_\_\_

The employment of \_\_\_\_\_

\_\_\_\_\_

has been terminated in the position, (CS \_\_\_\_\_)

classified in \_\_\_\_\_

in \_\_\_\_\_

(department or college)

(institution or agency)

effective on \_\_\_\_\_

because of: ☐ termination of temporary or extra help assignment☐ termination of apprentice work assignment☐ termination of intern work assignment☐ termination of learner work assignment☐ termination of provisional work assignment☐ death☐ inability to return to work at expiration of disability leave – section 250.110(c)(2) of the Illinois Administrative Code (80 Ill. Adm. Code §250.110(c)(2))☐ retirement\_\_\_\_\_  
Institution

By \_\_\_\_\_

Date \_\_\_\_\_