How do I cancel a NinerWorks request for an Assignment?

Tell Me

1. To cancel a graduate assistantship contract, please contact the Graduate School NinerWorks System Administrator Megan Himes at mhimes@charlotte.edu.
2. To cancel an HR or Academic Affairs assignment, please contact the appropriate area:

   **Student Employment:** Email the Student Employment Office, studentemployment@charlotte.edu
   **Student Leadership:** Email, employment@charlotte.edu
   **Temporary staff:** Email the Staff Employment Office, employment@charlotte.edu
   **Temporary faculty:** Email Academic Affairs, faculty-recruit@charlotte.edu
   **Continuing Education Part Time Employee:** Email UNC Charlotte Continuing Education, ce-info@charlotte.edu
   **Special Payments for Faculty:** Email Academic Affairs Budget, aa-budget@charlotte.edu@charlotte.edu
   **Special Payments for Staff:** Email the Staff Employment Office, employment@charlotte.edu

Related FAQs

- What are the NinerWorks implementation phases?
- What is NinerWorks? *
- When should a NinerWorks request be submitted?
- What happens if a NinerWorks Request & WTE deadlines aren't met?
- How do I login to NinerWorks?