



SACRAMENTO STATE

Classification & Compensation

Compensation Requests – Service Levels

Additional information and resources can be found on our [website](#).

Request Type	C&C Review Service Level*	Additional Information
Staff Compensation		All requests require justification memos and supporting documentation. Any requests submitted without appropriate documentation may be returned and may result in significant delays to the Classification and Compensation review process**.
<ul style="list-style-type: none">Staff In-Range Progression request <i>(Management and Employee Initiated)</i>	16 business days	
<ul style="list-style-type: none">Staff BonusStipend Requests	16 business days	
MPP Compensation		
<ul style="list-style-type: none">MPP Bonus Request	16 business days	
<ul style="list-style-type: none">MPP Equity Increase Request	20 business days	
Recruitment Related Request		
<ul style="list-style-type: none">Request Above Minimum (RAM) <i>(MPP and Staff)</i>	48 hours	

**Service Levels are standard goals for the C&C Department, timelines outlined in the Collective Bargaining Agreements supersede.*

***Processes for all compensation related requests can be found via the Electronic Compensation (E-Comp) system- Instructions Tab.*