Requesting Suppliers & Independent Contractors

As of May 20, 2019

Connect Carolina

- Identify the various types of vendors/suppliers

- Review vendors/suppliers to see if they are already in the system

- Submit a request for a new Campus Supplier record to be created

- Make changes to an existing vendor/supplier record

- Generalize foreign suppliers

- Submit a request for an Independent Contractor

- Relate policy information

- Resources that can help

1

An active employee with a Person ID Number or PID. Ex. Staff, Faculty, Student Employees

Employee

2

Students with a PID. Ex. Applicants, Admitted, Pre-Matriculated, and Matriculated

Student

3

A Person who is affiliated with the University with a PID. Ex. UNC Hospital Employees
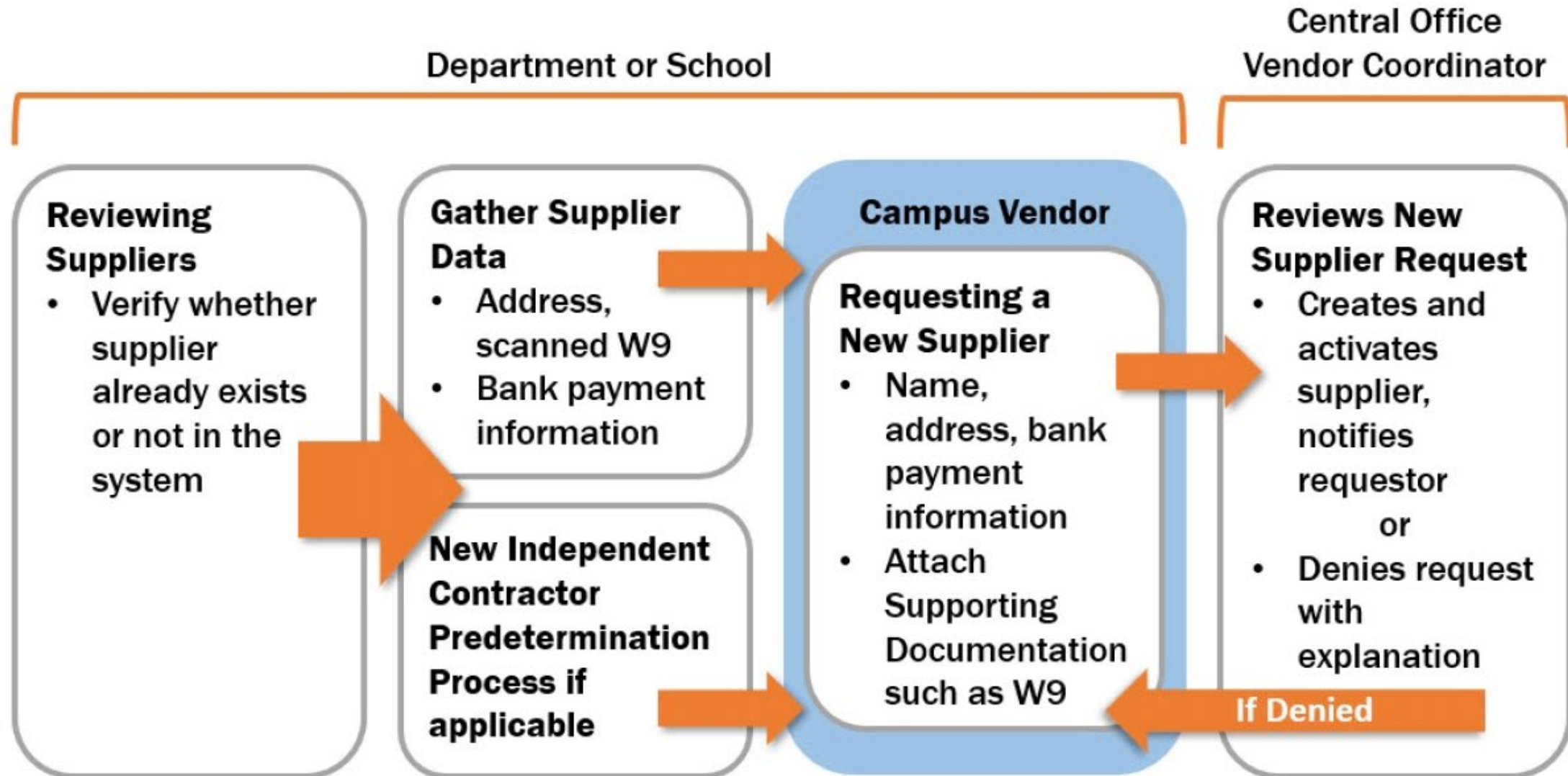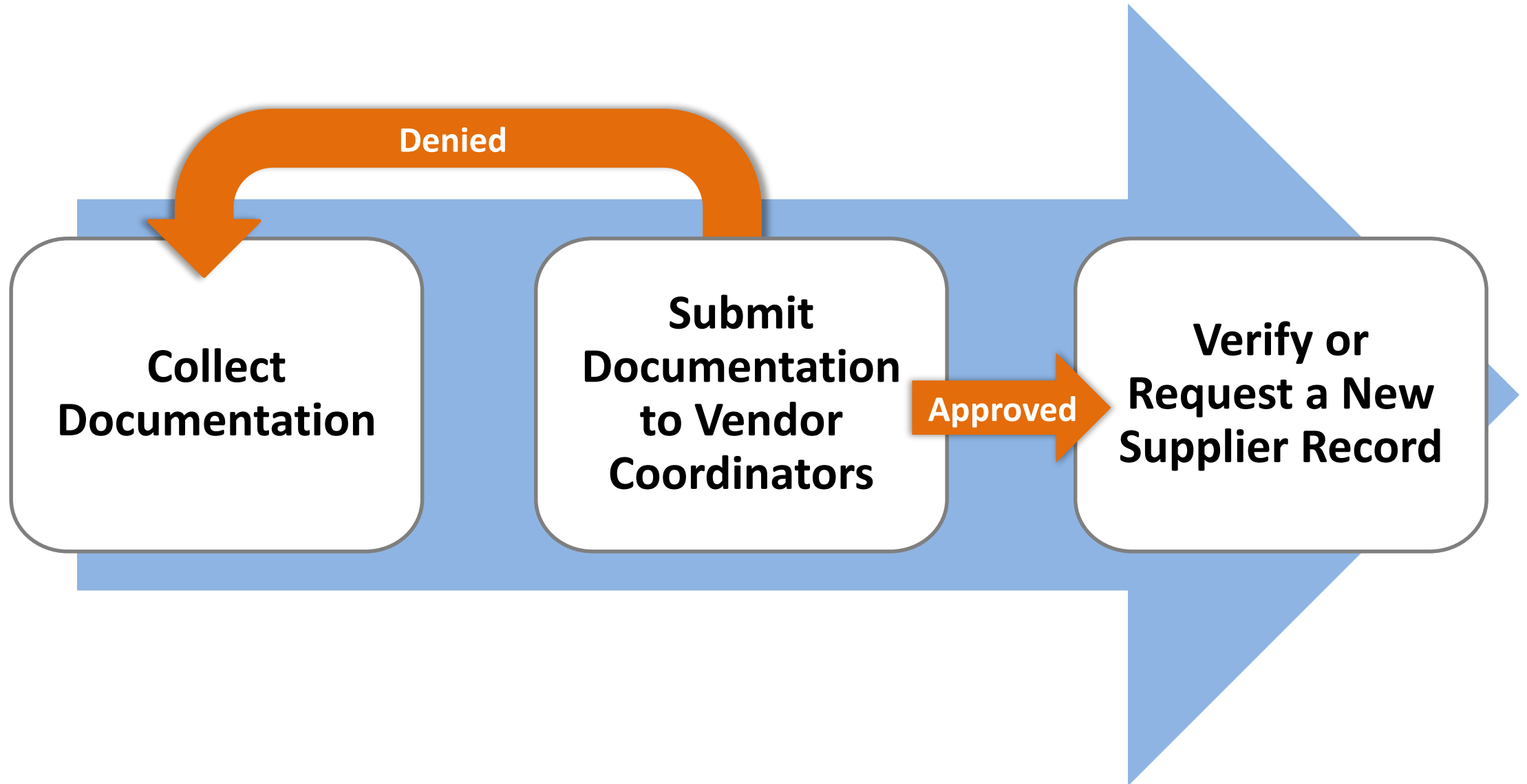
Affiliate with PID

4

A person or company that isn't an affiliate, employee or student with a PID. Ex. Independent Contractors

Other

✓ Identify the various types of suppliers/vendors

✓ Review suppliers/vendors to see if they are already in the system

✓ Submit a request for a new Campus Supplier record to be created

✓ Make changes to an existing supplier/vendor record

✓ Working with foreign suppliers and setting up Independent Contractors

✓ Pointed out elements of policy

✓ Located resources that can help