Questrom School of Business

STUDENT ASSISTANTSHIP FORM

(CURRICULUM SUPPORT or RESEARCH)

Note: ALL sections of this form must be completed. Incomplete forms will be returned.

Please submit in PDF Format

EMPLOYEE PERSONAL INFORMATION				
ARE YOU: [] Undergraduate [] Graduate [] Doctoral WORK AUTHORIZATION STATUS: [] U.S. Citizen/Permanent Resident				
[] Visa - Country of Citzenship: WORKED ON CAMPUS BEFORE? [] Yes [] No** **Please contact the Payroll Administrator for additional hire paperwork				
Last Name		First Name		BUID
Local Address		City	State	Zip Code
Email		Phone Number		
WORK ASSIGNMENT				
			Inc. Coale	
	ointment (check one): A registered student whose duties includ	de belains to administer	Pay Scale	
[] Proctor	exams (including distribution, collection, helping the instructor maintain academic serving as a witness should an incident o misconduct occur.	and verification of identity), c integrity at exams, and	Proctor: [] Undergraduate [] Graduate	\$15.00 \$15.00
[] Course Assistant:	A registered student whose duties include conducting discussions sections or labs, grading assignments and multiple-choice exams, holding office hours for tutoring, and proctoring exams.		Course Assistant: [] Undergraduate [] Graduate [] Doctoral	\$15.00 \$15.00 \$15.00
[] Teaching Assistant:	A registered student who performs the duties of a Course Assistant and serves as an instructional apprentice under the supervision of a faculty member.		Teaching Assistant: [] Undergraduate [] Graduate [] Doctoral	\$15.50 \$16.00 \$20.00
[] Research Assistant:	A registered student who works with an specific research project.	individual faculty member on	Research Assistant: [] Undergraduate [] Graduate [] Doctoral	\$15.00 - \$16.00 \$16.00 - \$18.00 \$20.00 - \$22.00
Professor/Depa	ırtment	Course Number/Section	\$ Pay Rate	Approx. Hrs/Week
Student's First Day of Work Account/Cost Center Employment Duration: [] Other (if dates do not align with semester) Fall 2022 Spring 2023 [] Summer I 2023 [] Summer II 2023 (Start Date: End Date:) (8/29/22 - 1/15/23) (1/16/23 - 5/21/23) (5/22/23 - 6/18/23) (6/19/23 - 8/27/23)				
AUTHORIZATION				
Supervisor's Name (print) Superv		ervisor's Signature	Date	
Department Authorization Name Departm		artment Authorization Signature	Date	