

Questrom School of Business
Student Employment Hiring Form

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

Please submit in PDF format.

EMPLOYEE PERSONAL INFORMATION (to be completed by Employee)

Last Name First Name

BUID Email

- Are you a(n): Work Authorization Status:
- Undergrad student ● US Citizen or Permanent Resident
 - Graduate student ● International Citizen
 - Doctoral student

- Have you worked on campus before: Do you have other job(s) on campus:
- Yes ● Yes, hours per week: _____
 - No *You will need to complete an I-9 before beginning work ● No

Do you have a work study award*? Yes No *granted through student's financial aid package and covers 70% of work compensation

WORK ASSIGNMENT (to be completed by Supervisor)

- Department Support**
- Teaching Assistant** Pay Rates: Undergraduate \$15; Graduate \$16; Doctoral \$20 Head TA \$16
- Research Assistant** Pay Rates: Undergraduate \$15-16; Graduate \$16-18; Doctoral \$20-22
- One-Time Payment** Total Compensation: _____ Type of Work: _____

Department Course Number/Section (if applicable)

\$ _____

Pay Rate Approximate Hours/Week Account/Cost Center

Employment Duration: Fall Spring Sum 1 Sum 2

Start Date End Date

Supervisor Name(s): _____

Primary Supervisor Signature: _____ Date: _____

Department Authorization Signature: _____ Date: _____