



Employment Authorization Form

Graduate students appointed as Graduate Teaching Assistants (GTAs), Graduate Research Assistants (GRAs) or Graduate Student Assistants (GSAs) may not be employed for more than 19 hours per week cumulatively for all forms of employment on campus.

This form must be completed for any GTA, GRA, or GSA who, in addition to their graduate appointment, would like to hold an additional employment position on campus.

(Completed by Student)

Student Name _____

SSN or GID _____

Student's Academic Department _____

Currently appointed as a GTA, GRA or GSA? Yes No

Number of hours per week appointed as a GTA, GRA or GSA? _____

Student Signature _____

Date _____

(Completed by Employer)

Employing Department _____

Contact Name _____

Phone Number _____

- Position Type:
- Temporary Hourly
 - Classified
 - Professional
 - Adjunct
 - Other _____

Maximum hours/wk requested by employing Department: _____

Requested dates of employment: _____

Employer Signature _____

Date _____

APPROVED BY:

Student's Academic Advisor _____

Date _____

Dean of the Graduate School / Fiscal Manager _____

Date _____

The Graduate School will keep a copy for the student's records.