



GRADUATE ASSISTANTSHIP APPOINTMENT College of Arts and Sciences

To be completed by the unit supervising the assistantship. Please complete all blanks. Incomplete forms cannot be processed.

Student's Name: Last First Middle/Maiden

Residency: In-State Student Out-of-State Student email:

Student ID # (911...): Degree Program:

School: School of Liberal Arts and Sciences

Hiring Unit: Supervisor:

Semester of Appointment: Check the semester for which you are assigning the student. Check only one. Must complete Graduate Assistant Re-Hire form for each subsequent semester. (Reappointment is approved each semester based on evaluations and confirmation of supervisor.)

Summer Semester Yr. Fall Semester Yr. Spring Semester Yr.

Is the student employed by another office at GC&SU?

If yes, where?

Check One: ( ) New Appointment ( ) Re-Appointment

Stipend: \$ per semester NOTE: If the student is currently paid bi-weekly, all pay will become monthly upon acceptance of the assistantship.

Type of Funding: State Allocation Supplemental - Department Funded External Grant Funding

Account Name: Account Number:

Hiring Unit's Director or Department Chair Date

Student's Graduate Coordinator Date

Student's Academic Dean Date

For Official Use Only: In order for the tuition waiver to be processed, this form should be completed and delivered to the SOLAS Dean's office (CBX 048), A&S building 2-50.

SOLAS Position # Budget Position #