

## Sociology Undergraduate/Graduate Hourly job form

**Faculty member:**

- Please complete this form for the Undergraduate/Graduate hourly job you wish to initiate.
- Failure to complete all fields properly may delay the hourly job.
- ***Submit to HR contact.***

Undergraduate  Graduate

(please note that the maximum undergraduate rate is \$16.75/hr)

**Start date:**

**End date:**

**Name of student to be hired:**

**UIN of the student to be hired:**

**Email of the student to be hired:**

**Employing Unit:** Sociology 1-324

**Hours per week (if applicable):**

**Rate of pay:**

**Account number to charge:**

**Has the student ever worked for the university?**    Yes                  No                  Don't know

**Current university employment (if applicable):**

**List hourly duties:**

\_\_\_\_\_  
Supervisor (please print)

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date