

UCI School of Social Ecology

Undergraduate Student Hire Request Form

PI / Supervisor: _____

Student Name: _____

Contact Phone Number: _____

Contact E-mail Address: _____

Type of Employment Request:

STDT 4 – Pay Range: \$16.50 - \$28.00 Indicate Pay Rate: _____

STDT 4 WKSTY – Pay Range: \$16.50 - \$28.00 Indicate Pay Rate: _____

Award Letter Accepting work study attached.

STDT PEER CNSLR – Pay Range: \$16.50 - \$28.00 Indicate Pay Rate: _____

READER - Non GSHIP – Pay Rate: \$20.40

TUTOR (Learning Assistant) - Non GSHIP – Pay Rate: \$21.28

Begin and End Date: _____

Work Hours Per Week: _____

KFS Account	Appointment %	Project Code (if applicable)	KFS Sub Account (if applicable)	To Be Updated by Fiscal Officer
				Sub Code

Is the student currently employed by another department on campus? If yes, which Department?

Please describe the primary duties and responsibilities of the student employee.

Approvals & Confirmation:

PI or Account Manager Date

Fiscal Officer Date

PI Approval attached in lieu of signed form.

UCPath Transaction By: _____ Position Funding Entry Hire Transaction