

UNIVERSITY OF CHICAGO
KENNETH C. GRIFFIN
DEPARTMENT OF ECONOMICS

STUDENT EMPLOYMENT REQUEST _____ **QUARTER/YEAR**

Section I Student Name: _____ UCID: _____

Student's Home Dept.: _____ Student's Email: _____

Previous GAI credits _____ Registration Status (PT, FT, Extended): _____

Other jobs student will have during the quarter: _____
(Pre-approval from the Dean of Students is required for any appointments beyond 20 hours per week.)

Section II _____ **RESEARCH ASSISTANT**

Duties: _____

Job Begin Date: _____ Job End Date: _____

Pay Rate: _____ (Hourly) Hours per week: _____

Name of Account to charge: _____ FAS # _____

Which Program Year- 1st, 2nd, 3rd, or 4th - Undergraduate or Graduate: _____

Section III ***GRADER*** ***PRECEPTOR*** ***TEACHING ASSISTANT***
Please circle one item or specify conditions _____

Course Title: _____

Course # Economics: _____ Section: _____ Amount: _____ Hours/week: _____

FAS Account Distribution	Amount	Percent	Start	End
456305-		100	10/01/19	12/14/19
457630-		100	10/01/19	12/14/19

Section IV Hiring Professor / Instructor's Signature: _____

Name of Professor/Instructor (Please Print): _____ Date: _____

Section V Program Director's Approval: _____

STUDENTS - PLEASE NOTE:

All Teaching Assistant hiring is subject to Undergraduate (100-299) or Graduate (300+level) Program Director's approval. For UG Program courses see Julie Wong at Saieh 106; for Graduate Program courses, see Robert Herbst at Saieh 511.

TA/GRADER/PRECEPTOR--Employment Request must be submitted prior to the start of the quarter.

RA – Employment Request must be submitted prior to starting any work (before your start date).

To be put on the University payroll, see Luisana Romero, Saieh 300F with this completed form. If this is your first employment at the Univ. of Chicago please visit <http://www.uscis.gov/files/form/i-9.pdf> for a list of acceptable documents you must provide.