RESEARCH STUDENT WORKER/WAGE EMPLOYEE PAYROLL ACTION

Date: _____

Student's Full Legal Name: _____

Student's Email Address: _____

Student's UIN: _____

Does Student have a Social Security Number? Yes___ No___

Is Student Registered for TAMU classes? Yes___ No_____

Account/Project Number: _____

Employment Period: _____/_____
(Start Date) (Termination Date)

Rate of Pay: _____/_____
(Monthly) (Hourly)

Anticipated hours worked per week: _____

Job Description:

_____ Lab Research _____ Computer

_____ Clerical _____ Other

Authorized By: _____

_____

**** request to hire foreign national must be approved prior to effective date of employment.**

IMPORTANT: TAMU Payroll Services will not process anyone onto payroll without a background check clearance. Individuals must complete payroll processing before work begins.