

Computer Science Graduate Assistantship Request Form

New

Renewal

***NEW:** For a student that has never had a contract with the Computer Science Department

For a student that has had a contract with the Computer Science Department, but will be working under a new job title

DATE: _____

SUPERVISING FACULTY: _____

STUDENT NAME: _____

STUDENT'S BANNER ID: _____

POSITION: _____

INDEX: _____

TERM: _____

CONTRACT START DATE: _____

CONTRACT END DATE: _____

If dates are not selected, default dates will be assigned: start date one week before classes begin; end date: last day of semester.

PRE or POST MS _____

CREDIT HOURS: _____ Regular Dissertation

FTE: _____

PA Hourly Rate: _____ if PA position selected

MONTHLY RATE: _____

DETAILED JOB
DESCRIPTION:

JUSTIFICATION:

(for late submission, salary changes, tuition increases, appointment changes, etc.)

FACULTY SIGNATURE: _____

DATE: _____

Do not write below this line

FOR ADMINISTRATIVE USE

Do not write below this line

DATE RECEIVED: _____

CONTRACT NO.: _____

STIPEND TOTAL: \$ _____

ACCOUNTANT APPROVAL: _____

TUITION TOTAL: \$ _____

DATE APPROVED: _____

CONTRACT TOTAL: \$ _____

DATE SUBMITTED: _____

NOTES: