

**Center for Limnology Hiring Authorization Form**

(form must be completed in order to activate the payroll/payment process)

Type of Appointment- please check one:

- 1. \_\_\_ Student Hourly
- 2. \_\_\_ Research for Undergraduates
- 3. \_\_\_ Juday Award (needs Susan Knight's signature)
- 4. \_\_\_ Chase Noland Award (needs Steve Carpenter's signature)
- 5. \_\_\_ Lane Fellow
- 6. \_\_\_ LTE
- 7. \_\_\_ Student Research Intern

Name of student/employee \_\_\_\_\_

Appointment title \_\_\_\_\_

Approximate number of hours per week \_\_\_\_\_

Hourly rate- please check one:

- \_\_\_ No experience \$9.00
- \_\_\_ Some experience \$9.25
- \_\_\_ Experienced \$9.50
- \_\_\_ Other \_\_\_\_\_ per hour
- \_\_\_ Not applicable (no pay or an award)

Funding source is required for #1 Student Hourly and #2 Research for Undergraduates:

Funding source \_\_\_\_\_

Supervisor signature \_\_\_\_\_

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*For office use:*

*Date entered student payroll system:* \_\_\_\_\_

*Person ID* \_\_\_\_\_

*Appt. ID* \_\_\_\_\_

*Denise notified* \_\_\_\_\_