

UNA STUDENT EMPLOYMENT



Request to Change Account Number

(Rev. 11/10)

Student Name: _____ SID: _____

Job Group: circle one SG (GA) SF(FWS) SU(UWS)

Old Budget Organization Code: _____

Old Position Number: _____

New Budget Organization Code: _____

New Position Number: _____

Effective Date: ____ / ____ / ____

Comments: _____

AUTHORIZATION: I request that this student's work study assignment be change as noted on this form.

Funds are available in my department to accommodate this request.

Department _____ Timesheet Approver Signature _____

Cost Head Signature: _____ Date: _____

CP&D APPROVAL: _____ COMMENT: _____

RETURN FORM TO: Career Planning and Development- UNA Box 5066- GUC Room 202