

UNA STUDENT EMPLOYMENT



Request to Change Pay Rate

(Rev. 05/10)

Use this form to change a student worker's hourly rate of pay.

KEEP A COPY OF THIS FORM FOR YOUR RECORDS

Student Name: _____ SID: _____

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

Budget Organization Code _____ - _____ (SG=6140, SF=6141, SU=6139)

Position Number: _____

Old Pay Rate: \$ _____

New Pay Rate: \$ _____

Effective Date ____ / ____ / _____

Comments: _____

AUTHORIZATION: I request that this student's work study assignment be changed as noted on this form.
Funds are available in my department's work study budget to accommodate this request.
Department: _____ Phone: _____ Timesheet Approver Signature: _____
Cost Center Head Signature: _____ Date: _____

CP&D APPROVAL: _____ COMMENT: _____
RETURN FORM TO: Career Planning and Development- UNA Box 5066- GUC Room 202