

RETURNING



2016 SUMMER STUDENT RETURNING STATUS FORM

DEPARTMENT INFORMATION

DEPARTMENT NAME: _____ BANNER ORGANIZATION CODE: _____

RETURNING HIRES (Must have worked for the university anytime since January 1, 2015) (Attach additional forms as necessary)

	Last Name	First Name	Banner ID or SS# <u>Registered</u>	Hourly Rate or Stipend Amount Employee cannot have hourly rate <u>and</u> stipend	Start Date	End Date
1.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
2.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
3.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
4.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
5.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
6.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
7.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
8.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
9.)	_____	_____	<input type="checkbox"/>	_____	_____	_____
10.)	_____	_____	<input type="checkbox"/>	_____	_____	_____

APPROVALS

Hiring Supervisor: _____ Date _____ Human Resources : _____ Date _____
 Budget Director: _____ (Academic Division: D. Wong / All other departments: J. Dillon)

IMPORTANT NOTE: A COPY OF THE APPROVED 2016 DEPARTMENTAL PART-TIME SUMMER HELP REQUEST FORM AUTHORIZING THE HIRING OF EACH OF THE ABOVE POSITION(S) MUST BE ATTACHED