

## Graduate Student Permission to Work Request Form

Additional Pay or "Add Pay" is used to pay incremental compensation, in excess of the regular stipend, when a graduate student is in an active, appointed position.

During the term of the appointed position, students are expected to continue making academic progress towards their degree. It is expected that the additional service will enhance students' scholarship.

Student Last Name \_\_\_\_\_ Student First Name \_\_\_\_\_

EMPLID \_\_\_\_\_

Academic Home Program \_\_\_\_\_

Nature of Service \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of hours per week \_\_\_\_\_

Amount of Compensation \_\_\_\_\_ per  week  month  quarter

Begin date \_\_\_\_\_ End Date \_\_\_\_\_

I have reviewed this additional pay and certify that this service will not inhibit the student's completion of their degree.

\_\_\_\_\_  
Signature of advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Chair, Director or DGS (if not advisor)

\_\_\_\_\_  
Date

\_\_\_\_\_  
School level signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
The Graduate School signature

\_\_\_\_\_  
Date