|  |  |
| --- | --- |
|  | **Human Resources**  **Shared Services**  **Student Hire Form** |

|  |  |
| --- | --- |
| Student Name |  |

|  |  |
| --- | --- |
| Student Number |  |

|  |  |
| --- | --- |
| Student Academic Status | Choose an item. |

|  |  |
| --- | --- |
| Supervisor Name |  |

|  |  |
| --- | --- |
| Supervisor Employee ID Number |  |

|  |  |
| --- | --- |
| Appointment Start Date | XX/XX/XXXX |
| Expected Appointment End Date | XX/XX/XXXX |

|  |  |
| --- | --- |
| Department Name & DEPTID | Choose an item. |

|  |  |
| --- | --- |
| Job Code & Title | Choose an item. |
| Working Title (If different from Job Code Title) |  |

|  |  |
| --- | --- |
| Hours per Week | Choose an item. |

|  |  |
| --- | --- |
| Pay Frequency | Choose an item. |
| Pay Rate |  |

|  |  |
| --- | --- |
| MoCode (SXXXX) |  |

|  |  |
| --- | --- |
| Work Address & Phone Number |  |

|  |  |
| --- | --- |
| Comments |  |

***We transform lives.*  
#UMSLProud**