

PART 1: STUDENT INFORMATION	
STUDENT NAME	STUDENT PEOPLESOFT ID # OR DATE OF BIRTH
STUDENT DEGREE PROGRAM	
STUDENT MAILING ADDRESS - STREET OR PO BOX	STUDENT PHONE NUMBER
STUDENT ADDRESS- CITY STATE ZIP	STUDENT E-MAIL ADDRESS
PART 2: JOB INFORMATION	
JOB DESCRIPTION <input type="checkbox"/> Administrative Support <input type="checkbox"/> Research Support <input type="checkbox"/> Teaching Support <input type="checkbox"/> Other (Explain)	
SUPERVISOR NAME	SUPERVISOR CAMPUS PHONE #
SPECIAL INSTRUCTIONS	
FORM COMPLETED BY	DATE
PHONE	E-MAIL

It is assumed that the grad aide will work from August 28, 2017 through May 11, 2018 unless otherwise noted above in Special Instructions.

Before the selected student can begin work, both the student and supervisor must return a signed copy of the graduate aide agreement that will be produced by the Office of Graduate Studies upon receipt of this form.

This position is federally-funded and is different from a graduate assistantship or any scholarship/tuition waiver that the student may have received. It is imperative that the student and/or supervisor *notify the Office of Graduate Studies* if the student stops working or is terminated from the position.

Please direct all questions to:
 Sydney Pontau
sydney.pontau@maine.edu
 218 Abromson, Portland Campus
 Phone: 207-780-4877