



University of Connecticut

Graduate School

Whetten Graduate Center 438 Whitney Road Ext., Unit 1152, Storrs CT 06269 - 1152

Telephone: (860) 486-3617 \* Facsimile: (860) 486-6739 \* www.grad.uconn.edu

GRADUATE ASSISTANT
ACADEMIC YEAR SUPPLEMENTAL EMPLOYMENT
APPROVAL FORM

The Graduate School and the University of Connecticut expect that full-time graduate assistants will devote a maximum of 20 hours per week to their assistantship duties during the academic year. Employment beyond this level can be detrimental to the student's progress towards the degree, especially if coursework and non-thesis requirements still remain. Federal regulations PROHOBIT International students on F-1 or J-1 visas from working more than this amount during the school year. This limit does not pertain to those periods when classes are not in session during which time both international and domestic students may devote their full-time efforts to employment (40 hours a week)

Under Special Circumstances, a domestic graduate student may devore more than 20 hours per week to employment on campus during the academic year. In this case, assurance must be given by his or her major advisor that such effort will not compromise sastisfactory progress toward the degree. By signing below, the major advisor is giving this assurance for the time period specified.

TO BE COMPLETED BY STUDENT

Student's Name: Student Admin # (7 digits):

Campus Address:

Field of Study/Department: U-Box:

Current Employment Status (please check all that apply)

1/2 TA Full TA 1/2 RA Full RA Student Labor Work Study Other

Number of Additional Hours/Week Requested Beyond Twenty (20):

Period to be Covered: U.S. Citizen International Student:

TO BE COMPLETED BY THE STUDENT'S MAJOR ADVISOR

Major Advisor U-Box Printed Name:

Return the completed form to the Graduate School. Whetten Graduate Center, Box U-1152

The Graduate School will send confirmation of approval to the Payroll Office, the student, and the major advisor.

TO BE COMPLETED BY THE GRADUATE SCHOOL

Approved By: Date: