Information for Student Appointment

Supervisor Name (print):	
Supervisor's Signature:	
Work tags:	Speed Chart Program / Grant
Student Name:	Last Name First Name
Hiring Position / Title:	Undergrad AA ☐ GAA ☐ Others: Undergrad RA ☐ GRA ☐
Academic Degree:	Bachelor's ☐ Master's ☐ Doctoral ☐
Current Mailing Address:	Postal Code:
Contact Phone Number:	
Email Address:	
Gender:	Female ☐ Male ☐
Student Number:	
Date of Birth: MM/DD/YYYY	
Social Insurance Number:	
Hiring Period:	Start Date End Date
* Pay Rate:	$ Per Hour ☐ Per Period ☐ Per Month ☐

* Per hour -   For hourly pay appointment, the supervisor will receive timesheets from Payroll once in 2 weeks to fill in working hours.

* Per period -   To pay a fixed amount budged for the specific hiring period. Payroll will split the amount equally within the hiring period.

* Per month -   To pay the same amount each month within the hiring period

UBC Pay Dates: 15th and last day of each month