



FOR STUDENT BEING HIRED BY STUDENT'S **OWN** PROGRAM
GRADUATE ASSISTANT PERSONNEL ACTION FORM
 [Complete Shaded Areas]

PF2A-1

SECTION A:

Hiring Department College of Law Budget Number (9 Digits) 18100000

☛ **Appointment term:** 20
 (fall, spring, summer) (year)

SECTION B: Please provide information about all assistantships (and funding sources) being offered to a **single student**.

☛ Name (Last, First, M.I.)	☛ Panther Card #	Employee ID#	Title/Level	FTE	Speedtype	Total Compensation	Per month compensation	Start Date	End Date
			GRA/1	20%					

SECTION C:

☛ Does student have another graduate assistantship?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, with which department?	Working FTE for this appointment (i.e. 20%)?
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☛ **Current Hirer's/Initiator's name**

☛ *I have received a copy of the university's Graduate Assistant Policy*

☛ **Current Hirer's/Initiator's signature** _____ **date** _____

☛ **Student's signature** _____ **date** _____

SECTION D: Please indicate the type of tuition waiver requested for this student. The computer system will only allow either a "full" or "half" waiver.

- Half Waiver _____
 Full Waiver (signature of hiring unit and date)

Comments: _____

SECTION E:

 Authorized Name and signature for Budget Unit Date

 Dean, VP, Provost, or President (or authorized designee, as required) Date

If student has not worked at Ga. State University in the last 12 months, please provide student with a copy of this form to take to HR for hire packet purposes.