

## STUDENT STIPEND REQUEST/AUTHORIZATION

Student Name:	ID #:
Student will start working on:	
Student Job Title:	
In order to comply with US Homeland Security Department regulations, all students must complete an I-9 form prior to or no later than the first day of work in the Human Resources office.  Failure to have a completed I-9 form on file with the College may result in immediate termination of employment.	Stipend Payment to Start on the 10 <sup>th</sup> of  X =  Monthly Stipend Amount Months Total  Recurring Stipend (Send Earning Record)
Account Number:  Department Name:  Supervisor Name:  Supervisor Contact Info: Ext # MSC Email Address	
Supervisor's Signature	 Date
STUDENT EMPLOYMENT AUTHORIZATION	
For Human Resource Use Only $\Box$ Student is authorized to begin work as of $\Box$ Student not eligible for hire	
HR SignatureDate	
I-9 Completed FWS/LCWS Eligibility (Y/N) FWS/LCWS Remaining	