

DEPARTMENT OF CHEMISTRY
Application for Extra Curricular Employment

Policy: Sponsor and Graduate Committee approval is required before any extra curricular employment be it within the Department, the University, or outside the Columbia community, is performed.

THIS FORM MUST BE COMPLETED PRIOR TO PERFORMING ANY JOB.

Name: _____ **Date:** _____

UNI#: _____ **Current Graduate Student Year:** _____

JOB DESCRIPTION: _____

Intended TOTAL HOURS: _____ **WAGE SCALE:** _____ **TOTAL PAY:** _____

DATES WORKED (START TO FINISH) _____

If doing work for a course, give course #/title: _____

If doing audio visual work:

<u>Tentative Work Dates</u>	<u>Hours</u>	<u>Seminar or Colloquia Type</u>	<u>Name of Speaker</u>
		(e.g. physical, organic, named lectures, and faculty search)	

SIGNATURES:

1. Applicant: _____

2. Sponsor: _____

3. Graduate Committee: _____ **Date:** _____

NOTE: Return to Alix Lamia in 344 Havemeyer for processing. PLEASE NOTIFY ALIX IMMEDIATELY IF ANY OF THE ABOVE CHANGES.