

2022 GRADUATE SUPPLEMENTAL COMPENSATION FORM

Spring semester GA's (RA/TA) who have been approved to work in a Research Group at OSC during summer should complete the this hiring form. The electronic signatures of the student and Principal Investigator (your advisor in most cases) are required prior to submission. The completed Graduate Summer Compensation form should be submitted to Mark Rodriguez via email (mrod@optics.arizona.edu) by Friday, April 29, 2022 to ensure timely processing and payment.

NOTE: Until summer hiring is complete and funding approved, a student is not authorized to work and the Principal Investigator may not assign project responsibilities. Retroactive hire/pay is not supported.

<input style="width: 95%; height: 25px;" type="text"/> Student Full Name (Last, First, Middle Initial)	Registered Units: Fall 2022 (must be enrolled in at least 6 units when submitting form) <input style="width: 80px; height: 25px; float: right;" type="text"/>	
<input style="width: 40%; height: 25px;" type="text"/> Employee ID # (Student ID)	<input type="checkbox"/> Assistant (\$22.157 / hr)	<input type="checkbox"/> Associate (\$24.396 / hr) (PhD who passed comp. exam)
<input style="width: 65%; height: 25px;" type="text"/> Student Signature		<input style="width: 25%; height: 25px;" type="text"/> Date

Provide a detailed description of Summer Research (required)

In the table below please enter the number of hours the students is approved to work during each pay period listed below, and the funding account. Graduate students may work full time in the summer, up to 40 hrs/week, except for unpaid holidays.

Find more information and details on the Graduate Student Appointments Page at: <https://bit.ly/3uGp7wo>

SUMMER RESEARCH PAY SCHEDULE (to be completed by supervisor)

Pay Period (Start/End) Dates	Max # Hours Available	Account #(s) and # of Hours (Completed by PI)
May 23 - May 29	32	
May 30 - June 12 (5/30 Memorial Day / Unpaid)	80	
June 13 - June 26	80	
June 27 - July 10 (7/4 Indep. Day Unpaid)	72	
July 11 - July 24	80	
July 25 - August 7	80	
August 8 - August 14	40	

Total number of summer compensation hours: out of 464 MAX hours. (The max number of hours per pay period may vary depending on account approval.)

*** Spring 2022 payroll semester ends 5/22/2022 -> SUMMER supplemental compensation BEGINS on Monday, 5/23/2022.

*** Fall 2022 payroll semester begins 8/15/2022

<input style="width: 95%; height: 25px;" type="text"/> Principal Investigator Signature	<input style="width: 95%; height: 25px;" type="text"/> Date
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To be completed by Accounting and Academic Programs

<input style="width: 95%; height: 25px;" type="text"/> PI Time Approver PCN #	<input style="width: 95%; height: 25px;" type="text"/> Student's PCN #
<input style="width: 65%; height: 25px;" type="text"/> Accounting Approval	<input style="width: 25%; height: 25px;" type="text"/> Date