

2026 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 are required prior to submission. The completed Graduate Summer Compensation form should be submitted to via email grad-funding@optics.arizona.edu by **Monday, April 27, 2026** to ensure timely processing and payment. 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)	<input style="width: 95%; height: 25px;" type="text"/> Registered Units: Fall 2026 <small>(must be enrolled in at least 6 units when submitting form)</small>
<input style="width: 40%; height: 25px;" type="text"/> Employee ID # (Student ID)	<input type="checkbox"/> Assistant (\$28.13 / hr) <input type="checkbox"/> Associate (\$29.93 / hr) - PhD who passed comp. exam Graduate Title (check one)
<input style="width: 65%; height: 25px;" type="text"/> Student Signature	<input style="width: 25%; height: 25px;" type="text"/> Date
Provide a brief description of Summer Research (required):	
<input style="width: 95%; height: 25px;" type="text"/>	
<input style="width: 95%; height: 25px;" type="text"/>	

SUMMER RESEARCH PAY SCHEDULE (to be completed by supervisor)

In the table below please enter the number of hours the student 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/3uGp7w0>

Pay Period (Start/End) Dates	Max # Hours Available	Account #(s) and # of Hours (Completed by PI)
05/25/26 - 06/07/26 <i>(Memorial Day 5/25 Unpaid)</i>	72	
06/08/26 - 06/21/26 <i>(Juneteenth 6/19 Unpaid)</i>	72	
06/22/26 - 07/05/26 <i>(Indep. Day 7/3 Unpaid)</i>	72	
07/06/26 - 07/19/26	80	
07/20/26 - 08/02/26	80	
08/03 - 08/16/26	80	

Enter total # of summer compensation hours: **(out of 456 MAX hours)**

- * Spring 2026 semester payroll ends 5/24/26 -->SUMMER supplemental compensation payroll begins on 5/25/2026.
- * Fall 2026 semester GA payroll begins 8/17/2026

<input style="width: 95%; height: 25px;" type="text"/> Principal Investigator Signature	<input style="width: 95%; height: 25px;" type="text"/> Date
To be completed by Accounting and Academic Programs	
<input style="width: 45%; height: 25px;" type="text"/> PI Time Approver PCN #	<input style="width: 45%; 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