CORNELL UNIVERSITY Library

Student Appointment Form

Hiring department:

Name of immediate Supervisor:

Netid/phone of immediate supervisor:

STUDENT INFORMATION

Last Name:

First Name:

Cornell netid: **Student ID number:**

Has Federal Work Study (FWS)*:   Yes   No   Not sure
   If YES, should Federal Work Study be used: Yes   No

Other subsidized funding (Tradition, FSEP*):   Yes   No   Not sure
   Please circle the *other* funding above or note here:
*FWS and FSEP are separate from expected earnings contributions.

Work remotely: Yes   No   Sometimes

Work locations (*building name and/or home address*):

Start date: **End date:**
        (*mm/dd/yyyy*)   (*mm/dd/yyyy*)
(*use actual start date*)   (*expected graduation date will be used if blank.*)

Job Title – be sure to indicate level:

Hourly rate: **Account number (not allowed -4705, -4706):**

Expected number of hours per week: (*average number of hours, this is a number and not a range*)

Additional notes (optional):

> *Submit completed appointment form, student application and copy of job posting to*
> *Library Human Resources: Fax: 254-8879 or Email: Libhr@cornell.edu*