University Library
Extension Form for Student Assistant Employment

This form is to be completed and sent to the Library Personnel Office (CB# 3932) before the beginning of each semester or summer session. It is to be completed for each student currently on the payroll who will continue employment during the summer session or next semester.

Date: ________________

Department: University Library - ________________________________

Last Name: ____________________________
First Name: ____________________________
Local Address: ________________________________

City: __________________ State:____ Zip:________ Local Phone: _______________

Name of Supervisor: ________________________________

Period of Extension
[Check the appropriate box]

☐ Fall ☐ Spring ☐ Summer

Statement of Department Supervisor

I wish to continue employing this student for the period indicated above for _______ hours per week at $________ per hour.

Payment Source: ________________________________

______________________________
Signature of Department Supervisor

Statement of Student Employee

I will be a registered UNC student during the Fall/Spring semester and/or Summer Session.
I will be registered for _________ hours.

______________________________
Signature of Student Employee

Updated 3/15/2016