PER-3

University Library
Extension Form for Student Assistant Employment

This form is to be completed and emailed to LibraryHR@unc.edu 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 Session I ☐ Summer Session II

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 _____ semester or Summer Session _____.

I will be registered for _____ hours.

_____

Signature of Student Employee

Updated 02/08/2022