SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE

CLASS

SUFFIX

Student Employment

2221 Rendleman Hall Campus Box 1030 Edwardsville, IL 62026-1030 Phone: (618) 650-2563 Fax: (618) 650-2566 Email: stuemp@siue.edu SUMMER SEMESTER ONLY
Request to Rehire a
Student Employee

Homepage: www.siue.edy/studentemployment

In order to streamline the process and prevent delay in hiring, please complete form in its entirety.

Please Note: Students may only begin working after the department receives approval from Student Employment

Please choose one of the		TION 1: STUDENT E	<u>LIGIBILITY</u>		
 ☐ This student is currently employed by our department (there has been no break in employment) ☐ This student was previously employed by our department but had a break in employment * Note: If break exceeds 1 semester, the student is considered a New Hire 					
SECTION 2: STUDENT INFORMATION					
Student Name:		UnivID #			
Pay Rate:	Job Title:		Position #:		
	SECTIO	ON 3: EMPLOYER IN	FORMATION		
Department:	Org#/ DDU:				
Supervisor:	BP/Acct#:				
Email:	Date:				
Signature of Authorized E	Employing Official _				
А сору	of this form will be	returned to the dep	oartment with	approval indicated.	
Student Employment Use Only					
Hold	Credits	Financially Clea	r Ma	illing Address	
Citizen _	Class	SECA	FWS	SAP	
Approved De	enied				
Student Employment Authorization				Date	

POSITION #

WAGE

EFFECTIVE DATE