

# OGSM STAFF/FACULTY WORK ASSIGNMENT FORM

## STAFF/FACULTY STUDENT WORK ASSIGNMENT FORM (SWAF)

Please fill in all information. If you have more than one student just enter them below.

Return to OGSM via email at [StudentWorkers@Owen.Vanderbilt.Edu](mailto:StudentWorkers@Owen.Vanderbilt.Edu) , or place inside the Forms Mailbox (just outside Suite 300 on the left before walking through the double doors).

Student wages are as follows and any variance needs special approval from Richard Willis and/or Caitlin Mullaney.

Undergraduate students range from \$8.00-\$11.00

1<sup>st</sup> year MBA, MSF, MAcc, MMHC-\$11.40/hr.

2<sup>nd</sup> year MBA-\$12.00/hr.

Primary Duties of Students: TA=Teaching Assistant    RA=Research Assistant    SW=Student Worker    FWS=Federal Work Study

STUDENT FIRST NAME	STUDENT LAST NAME	TYPE OF STUDENT  Undergrad? Owen student? Law? Peabody Grad?	# OF HOURS PER WEEK	START DATE	SALARY	BUDGET TO BE CHARGED  (Research? other special budget?)	PRIMARY DUTIES OF STUDENT	IF TA, WHAT COURSE?	LINE MANAGER (APPROVER) NAME

If you have any questions or need assistance please contact [studentworkers@owen.vanderbilt.edu](mailto:studentworkers@owen.vanderbilt.edu)