UNC | COLLEGE OF ARTS AND SCIENCES
Psychology and Neuroscience

Department of Psychology and Neuroscience

Hire Request: Student Assistant

Hiring Faculty Member / Lab:	
Student's Name:	
Student's Home/Primary Department:	
Student's UNC PID (or correct email):	
Gradate or Undergraduate:	
Funding Source (chart field string):	
Hourly Rate of Pay:	
Hours Per Week:	
Expected Start date:	
Expected Job end date (removed from payroll):	
TIM Approver / Supervisor:	
Other relevant information:	
Date of Request:	

Please return to Kaitlin Blakemore, Student Services Manager: 203B Davie Hall / blakek@email.unc.edu 919-843-0174

All students must present a valid photo ID for I-9 processing, direct deposit information and tax forms prior to starting employment. If this is an additional/secondary job the student must provide their social security number to verify the I-9 is indeed current.