

MEMORANDUM

TO: ALL Physics Graduate Students
FROM: Guido Mueller, Graduate Coordinator
RE: Summer 2017 Appointment

It is time to process Summer 2017 payroll appointments. Please complete all information and return to Pam Marlin's office or mailbox by Friday, March 31. Late requests will be considered in light of departmental needs.

1. Name: _____ UFID# _____

2. Select One:

(a) _____ I request a Teaching Assistantship Preference: _____ Discussions
_____ Labs
_____ FTE Requested (See Reverse Side)

(b) _____ I expect to be a Research Assistant. If so, please complete the following:

Name of your supervisor: _____

Name of P.I. supporting you (if different) _____

If your tuition is to be paid from a grant, you will need to get an account code from the research group secretary BEFORE turning in the form.

Account Code that TUITION will be paid from: _____

_____ FTE percentage

APPROVED SIGNATURE (from group secretary) _____

(c) _____ I require NO SUPPORT for Summer 2017 (REQUIRES DEPARTMENT APPROVAL)

(d) _____ I DO NOT PLAN ON BEING HERE Summer TERM
(REQUIRES DEPARTMENTAL APPROVAL FROM YOUR P.I. OR GRADUATE COORDINATOR)

(e) _____ I have been told I will receive a fellowship. If so what kind _____
and do you expect to fulfill a teaching duty this semester YES _____ NO _____

