

SCREEN MENU REQUEST HUMAN RESOURCES ±STUDENT EMPLOYMENT

RETURN TO: Julie Derry
HR - Student Employment
Sherman Hall 05

CHECK ONE:

<input type="checkbox"/>	Faculty
<input type="checkbox"/>	Administration
<input type="checkbox"/>	Staff
<input type="checkbox"/>	Student

Name:		WIU ID:	
Department:		Phone:	

CHECK TO RELEASE TO USER	DISPLAY CODE	DESCRIPTIVE TITLE	FOR OFFICE USE ONLY PROG#	LEVEL
	SAAD	Student Authorization ADD	HPZ567	1
	SAUP	Student Authorization UPDATE	HPZ570	1
	STED	Student Employee Display	HPZ576	1
	STEM	Student Employment Budget	HPZ011	0
	FWSS	Federal Work Study Display	HPZ589L	0

TimeProTimekeeping System

ECOM: _____

AUTHORIZATION BY SUPERVISOR:

Name: _____ Title: _____

Signature: _____ Date: _____

DISCLOSURE STATEMENT

Access to WIU Payroll, Personnel and/or Position Control records is being granted to me for the express purpose of performing my job for Western Illinois University. I understand that unauthorized use of the data is prohibited and will subject me to disciplinary action.

Employee Signature: _____ Date: _____

FOR OFFICE USE ONLY:

Human Resources: _____ Date: _____ 2023-04