**STUDENT HOURLY HELP – JOB CLASSIFICATION QUESTIONNAIRE**

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| **Student Section** |
| Name: |  |
|  | Last, First, MI |
| SS#: |  | Gender: |  | Date of Birth: |  |
| Email: |  | Phone: |  |
| Address: |  |
|  | Home Address (street, number, city, state, zip code) – **This is where your W2 form will be mailed** |
| Are you a citizen of the U.S.? |  |
| Are you currently registered at UW-Madison or other institution?  |  |
| If not, when where you last registered? |  | When will you be registered? |  |
| Name of other institution (if other than UW-Madison): |  |
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| **Supervisor Section** |
| Starting Date: |  | End date (if known): |  | Salary: |  |
| Funding Source: | Grant Number: |  | OR Fund: |  |
|  |  e.g. 144-BC23 |  e.g.101-2 |
| Brief description of duties: |  |
| Signature of Supervisor:  |  | Phone: |  |
| Printed Name of Supervisor: |  | Email: |  |
| Signature of Alternate Approver: |  | Phone: |  |
| Printed Name of Alternate Approver: |  |
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| **Payroll Office Section** |
| EPM: |  | Hire Template Based: |  | Hire Add Instance: |  | Hire Create Record: |  | T&L Approver: |  |
| Funding: |  | HireRight: |  | W4: |  | DirectDeposit: |  | Sent Email: |  | Email/Excel List: |  |
| Appt # |  | ID# |  |
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