

**Graduate Student Researcher (GSR)
Appointment Form:**

RESEARCH UNIT: _____

ACTION: New Hire/Rehire Extension Fund Change Separation

SECTION 1: TO BE COMPLETED BY PI / FACULTY SUPERVISOR:

Student's Name: _____ Email: _____

SID# _____ Acad. Dept. _____

Appointment Periods

Begin date: _____ End Date: _____ Percent Time: _____ %

Salary Step: Click for drop-down menu

Title Code: <input type="checkbox"/> 3266*	<input type="checkbox"/> 3276*	<input type="checkbox"/> 3282*	<input type="checkbox"/> 3284*
No fee remission Appointment ≤ 24%	Partial Fee remission Appointment 25% - 44%	Full fee remission Appointment ≥ 45%	Full fee remission & Nonresident tuition

*Fee Remission Information

- GSR is entitled to fee remission if he/she works at least 25% for the entire semester and appointment eligibility requirements are met.
- Students who hold dual appointments may be entitled to a fee remission. Please consult with students about existing or expected future appointments.

Chart String/Fund Name: _____

PI / Faculty Mentor Name: _____

PI Signature: _____ **Date:** _____

SECTION 2: TO BE COMPLETED BY THE STUDENT

Will you have a fellowship/traineeship? Yes No What type? _____ Award Amount : \$ _____

Begin date: _____ End Date: _____

Will you be a GSI? Yes No If so, what term? _____

During the period of appointment the student must:

- Have a GPA of at least 3.0
- Have no more than 2 Incompletes in upper division or graduate level courses
- Must be registered and enrolled in at least 12 units (except summer and winter breaks), unless already advanced to doctoral candidacy, in the 100, 200, 300 or 400 series no later than the end of the third week of classes
- Must be in good academic standing (i.e., may not be on academic probation or have had degree candidacy lapse)
- Plan and report absences consistent with hiring unit policy
- Must be clear of certain disciplinary probations based on the Code of Student Conduct.

I certify that the information on this form is correct. I have read and/or have been informed about the guideline and policies governing this academic appointment. To the best of my knowledge, I meet the above criteria for this appointment.

Student's Signature : _____ Date: _____