



## ADDITIONAL 10 HOUR REQUEST FORM

### ONLY FOR LEVEL III DOMESTIC GRADUATE STUDENTS

**IMPORTANT:** Domestic students requesting additional 5 hours would need their Major Professor's or Program Director's approval. Once approval is received, the hiring department may process as they normally would for hourly student payroll, Graduate School approval is not needed. International students cannot work more than 20 hours during the Academic Year due to visa restrictions.

#### STUDENT INFORMATION

Student's First Name \_\_\_\_\_ Student's Last Name \_\_\_\_\_ URI ID # \_\_\_\_\_

Job Record #: \_\_\_\_\_ Hiring Department: \_\_\_\_\_

Dept. Contact Name: \_\_\_\_\_ Dept. Contact Email: \_\_\_\_\_

Current Employment Type: **Graduate Assistantship** **Hourly Payroll**

#### MAJOR PROFESSOR & DEPARTMENT CHAIR/PROGRAM DIRECTOR APPROVAL

I certify that the student named above has officially met the requirements to be considered for additional 10 hours. The student named above **(MUST MEET ALL TWO REQUIREMENTS LISTED BELOW)**

- Is a US Citizen
- Has passed BOTH Written & Oral Comp Exams prior to the date of appointment making them a level III graduate student.

Major Professor's Name: _____	Date: _____
Signature: _____	

Dept. Chair / Program Director's Name: _____	Date: _____
Signature: _____	

**\*\* Please submit form to Jessica Martinez, Executive Assistant Dean's Office, at [jgmartinez@uri.edu](mailto:jgmartinez@uri.edu) \*\***

<b>GRADUATE SCHOOL ONLY</b>	Date Processed: _____		
Dean's Office Rep. Initials: _____	Enrollment Verified	Residency Verified	Appointment Level Verified
<input type="radio"/> APPROVED <input type="radio"/> DENIED	Associate Dean Signature: _____	Date: _____	
<b>NOTES:</b>			