

Department of Chemical and Biomedical Engineering  
FAMU-FSU College of Engineering

## Department Appointment Request Form

Name of Employee: \_\_\_\_\_ ID: \_\_\_\_\_

Start Date of Work: \_\_\_\_\_ End Date of Work: \_\_\_\_\_

Working Title for this Employee: \_\_\_\_\_

Budget Number or Name to Charge: \_\_\_\_\_

PI: \_\_\_\_\_

Employee email address: \_\_\_\_\_

Employee telephone number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Personnel Category (please check )

- Graduate Student:
  - MS student
  - PhD student before prospectus
  - PhD student after prospectus
  - Laboratory TA

Postdoctoral Fellow:

Undergraduate student

Hours of Work per Week: \_\_\_\_\_

Hourly Rate/Biweekly Rate: \_\_\_\_\_ / \_\_\_\_\_

Other personnel

Please specify: \_\_\_\_\_