

NYU SCHOOL OF LAW
EMPLOYMENT CONFIRMATION FORM FOR STUDENTS

Part I: To be completed by supervisor, faculty member, or faculty assistant prior to submitting to student

Student's Full Name: _____ Hourly Rate: \$ _____

Appointment Start Date: _____ Appointment End Date: _____

Position Title: _____ Department (if any): _____

Max # of Hours Per Week or Max Total # of Hours for Assignment: _____ hrs/week or _____ total hours

Faculty/Supervisor: _____ NetID: _____
Full Name Signature

Timesheet Approver (if not Faculty/Supervisor): _____ NetID: _____
Full Name

Chartfield: _____
Fund - Org - Program - Project

Part II: To be completed by student

Full Name: _____
First Name M.I. Last Name

University ID: N _____ NetID: _____ Phone Number: _____

Date of birth (MM/DD/YYYY): _____ Social Security Number: _____

Gender: Female Male Undeclared

Ethnicity: Hispanic or Latino Yes No

Race (you may select more than one): Asian Black or African American
Native American or Alaskan Native Native Hawaiian or Other Pacific Islander
White

Citizenship status: U.S. Citizen Permanent Resident F1 or J1 Visa

Emergency Contact: _____
Full Name Relationship Phone Number

Do you currently have another student job at NYU? Yes No
(Note: if you have another student job at NYU, you will receive a single paycheck for all positions).

Please check one:

I confirm that I am enrolled at NYU for ___ # of credits in Fall 20___ and ___ # of credits in Spring 20___.
I am not enrolled this academic year.

Student Signature

Today's Date (MM/DD/YYYY)

Part III: Student must submit this form along with an approved Wasserman application for the Academic Year to lawhr@nyu.edu. Instructions are available at www.law.nyu.edu/hr/hiringstudents.