Office of the Provost and
Vice President for Academic Affairs

Tutor Hiring Form
(For non-students only)

Name: ____________________________________ University I.D. No.: ____________________________

Highest Degree: _____________________________ Institution: ________________________________

Department: ____________________________________ Account Number: ____________________________

Estimated number of hours per week: ______________________________________________________________

Estimated number of weeks in employment period: __________________________________________________

Subject to be Tutored: __________________________________________________________________________

Currently Employed as Student aide at CSU: □ Yes □ No

Employment Status: □ New □ Former

Application for Employment: □ Attached □ On File

Department: ____________________________________ Account Number: ______________________________

Period of Employment: From ____________________________ Thru ____________________________

Salary $ ____________________ Per Hour Estimated Salary Total $ __________________

Estimated number of hours per week: _____________________________________________________________

Estimated number of weeks in employment period: ________________________________________________

__________________________________________________________________________________________

APPROVALS

1. ____________________________________ Date
   Chairperson/
   Director or Fiscal Officer

2. ____________________________________ Date
   Dean/or Asst. Provost For
   Academic Support

3. ____________________________________ Date
   Coordinator/
   Grant Administrator

4. ____________________________________ Date
   Provost/Vice President for
   Academic and Student Affairs

5. ____________________________________ Date
   Director of Budget