



Graduate Assistant Appointment Request Form

Student First Name:

Student Last Name:

Student ID# (if known):

Student Email:

Current Student:

yes

no

Degree:

Domestic Student

International Student

****International student, please forward me their Study Permit****

Type Of Appointment (Please select ONE):

Graduate Research Assistant (GRA)

(monthly or per period)

Graduate Academic Assistant (GAA)

(hourly, monthly or per period)

Date:

Start

End

Payment (Please select only ONE type of payment and enter salary amount):

Monthly @ \$

/month

Period @ \$

/period

Hourly @ \$

/hour (Requires submission of hourly in Workday)

Source of Funding:

Program/Grant #:

Once this form is completed, please email to HelenLuk (helen.luk@ubc.ca)