Employment Forms

Academic Student Employees (ASEs)

Appointment Letter Templates
- Reader or Tutor (Graduate) Appointment Letter Template
- Reader or Tutor (Undergraduate) Appointment Letter
- Teaching Assistant Appointment Letter Template
- Non-Student Appointment Letter Template

Description of Duties
- Associate-in-lieu Description of Duties Template
- Reader Description of Duties Template
- Teaching Description of Duties Template
- Tutor Description of Duties Template
- Non-Student Description of Duties

Membership Election Form
- Membership Election Form

Childbirth Accommodation
- Childbirth Accommodation Form

Childcare Reimbursement
- ASE Childcare Reimbursement Form
- GSR Childcare Reimbursement Form
- Research Fellow/Trainee Childcare Reimbursement Form

Employment Exceptions

Students
- Employment Exception Request Form

Non-Students
- Non-Student Employment Exception Request Form
- Non-Student Biography Form

Submission
Submit completed and signed forms via the Financial Support Exceptions Google Form

For questions or comments about information on this page, contact Graduate Division by submitting a Services & Support ticket.