



College of Agricultural, Consumer  
and Environmental Sciences  
Department of Entomology, Plant Pathology, and Weed Science  
MSC 3BE  
New Mexico State University  
P.O. Box 30003  
Las Cruces, NM 88003-8003  
575-646-3225, fax: 575-646-8087  
eppwsdep@nmsu.edu

Date: \_\_\_\_\_

## EPPWS Undergraduate New Hire Sheet

Student Name: \_\_\_\_\_

Banner ID: \_\_\_\_\_

Student Email: \_\_\_\_\_

Student Title: \_\_\_\_\_ *\*Assistant or Aide*

Start Date: \_\_\_\_\_ *\*3 Day lead if possible*

Index: \_\_\_\_\_

Hourly Rate: \_\_\_\_\_

FTE/Work Hours Total: \_\_\_\_\_ *\*20 hours max during semester ( .50 FTE )*

Work Study: Yes | No

Room Access: \_\_\_\_\_

*\*For room/key access, please indicate the lab room number and if student will need access to Skeen (OSD).*

*\*Undergrad pay ranges: \$12.00 Min - \$20.00 Max (if student assistant) \$18.00 Max (if Aide)*

*\*For any index percentage splits, please indicate on the index line or in the comments section on the 2<sup>nd</sup> page.*

Supervisor: \_\_\_\_\_



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**Comments:**

**Supervisor:** \_\_\_\_\_