The University of Kansas --- Student Hiring Summary

Instructions: Complete and return this form to your ROC or SSC contact to initiate the online job offer process.

Please Note: All other applicants will be marked as "not hired" and receive email notification of application status (not applicable to POOL positions).

Date:	Position Title:
Department Name & Number:	BrassRing Job ID#:
Department Contact:	ROC/SSC Contact(s):

Candidate Information				Funding Information		Supervisor Information	
Candidate Name (Last, First)	Hourly Rate	Start Date	Position #	Funding (include dept. ID, fund, and project number,	Pool ID	Supervisor's Name	Supervisor's Position #

Hire Right Background Check Funding*	
Business Unit (UKANS or KURES)	
Account Code (do not change)	127991
Fund (e.g. 700,099, 725)	
Department ID	
Project (if applicable)	
CF1 (if applicable)	

If you are hiring multiple positions and need to charge funding to more than one source, please note additional background check funding in the "notes" section.

Time Collection Device:

NOTES: