

Student Employment International Contract

University ID # _____ PRINT: LAST NAME _____ FIRST NAME _____ MIDDLE _____

I understand and agree to the following:

The following work regulations for international students are from the CIS (formerly INS), Citizenship and Immigration Services, which is a part of the Department of Homeland Security.

1. International students who are considered full-time registered students (12 or more undergraduate credit hours; 6 or more graduate credit hours) by the Registrar's Office for any semester, may never exceed 20 on-campus work hours.
2. International students may work a maximum of 28 hours per week during breaks between semesters if they are pre-registered at least half-time (6 undergraduate credit hours; 3 graduate credit hours) for the semester that immediately follows the break.
3. International students may work a maximum of 28 hours per week during Summer semester if they are registered for at least half-time (a minimum of 6 undergraduate; 3 graduate credit hours for Summer semester OR 0 credit hours for Summer semester but registered for at least half-time time for Fall semester.
4. On campus work hours are a combination of hours worked for all positions at Wright State University. Graduate students can NOT hold a graduate assistantship and a student employment position at the same time.
5. Direct deposit into a checking or saving account at the financial institution of my choice is requested.
6. Any restrictions regarding my employment (i.e., visa status, scholarships, etc.) supersedes any of the above listed policies.
7. To determine if a tax treaty between your country and the U.S. Government exists, consult Table 2 in Publication 901, <http://www.irs.gov/publications/p901/ar02.html#d0e189>
To claim an exemption from U.S. Income Tax under a treaty, you MUST complete Form 8233 at Wright State University Payroll, 301 University Hall.
8. Service under this contract, including payment of wages, is subject to the sufficiency of legislative appropriations, the receipt of sufficient funds, and satisfactory job performance on the part of the student. The pertinent provisions of the Ohio Revised Code are expressed incorporated in this agreement, and such service is also subject to the by-laws, code of regulation, and other actions of the Board of Trustees currently in effect or as they may be amended hereafter.
9. I have read and understand the protocols and policies in the Student Employment information section found on <http://www.wright.edu/student-success/career-services>. I agree to abide by the protocols and policies, currently in effect or as they may be amended hereafter, while I am employed as a student at Wright State University.
Violation of any of the policies stated above can result in the immediate termination of my employment.

STUDENT SIGNATURE _____ DATE _____

EMPLOYER SIGNATURE _____ DATE _____