

Grad Hire PeopleSoft Application

Tuition Grant Hire

TUITION GRANT

Contract NEW [Procedures](#)

Find | View All First 1 of 1 Last

*Student ID

Seq 0

Contr Typ

Contract Hrs Wkly Svc Hrs

Term Grad/Law

19 Exp Dt Loc

	Total Hrs	0.000	0.000	Program
Law	0.000	0.000	0.000	Degree
UGrad	0.000	0.000	0.000	

Originator Ch Status Date Status

1. Enter CSUID
- Name and Address Appear

2. Enter Contract Type

3. Contract Hours

4. Service Hours

5. Enter Contract Term
- GRAD, LAW, UGrad information appears

6. Student Career

7. Save Often

SUBMIT FOR APPROVAL

CLONE CONT

Submit when Completed

TUITION GRANT

- Grad Hire
- Grad Funding 1
- Grad Funding 2
- Grad Duties

Tuition Grant Amounts can be found Here

Contract NEW

[Procedures](#)

1. Select Fund Dept

2. Select Tuition Account

3. Enter percentage

4. Enter Tuition Amount

5. Enter Award Amount

6. Select Pay Tuition Type

7. Select Fund Dept

8. Select Taxable Wage Account

9. Select Budget Approver

10. Select Supervisor/PI

11. Save Often

Student ID: Seq 0

Fund Dept: [dropdown]

Tuition Acct 1: [dropdown]

0.00% X Total 0.00

= Tui Acct 1

Comments on Processing of Contract

Award Total 0.00

Pay Tuition In State [dropdown]

Fund Dept: [dropdown]

Taxable Wg 1: [dropdown]

0.00% X Total 0.00

Dept Budg Approvr: [dropdown]

Supervisor / PI ID: [dropdown]

Requires PI Approval

Originator Ch: [dropdown]

Status

Save Notify

Include History Correct History

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Contract NEW

[Procedures](#)

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Student ID	Seq 0	
Fund Dept	% X Total	
Tuition Acct 2	= Tui Acct 2	
Fund Dept	% X Total	
Taxable Wg 2	% X Total	
Dept Advisor	% X Total	
Originator	Status Date	Status

1. Select Fund Dept – if % > 0

2. Select Tuition Account

3. Select Fund Dept – if % > 0

4. Select Taxable Wage Account – if % > 0

5. Select Dept Advisor – if % > 0

6. Save Often

Save Notify Add Update/Display Include History Correct History

Contract NEW

[Procedures](#)

1. Select Assignment Percentages

Student ID Seq 0

Assignment Percentages: Rsrch % Teach % Other %

Location Previous GA

Contract Start Dt End Dt

2. Select Location

3. Enter Duties

4. Change Dates if needed

5. Select if Prior GA

Duties

6. Save Often

Originator Charles Newton Status Date Status

Save Notify Add Update/Display Include History Correct History