

# GRADUATE TEACHING ASSISTANT (GTA) APPOINTMENT NOTICE

REVISED GTAAN  
CHANGE IN EXISTING JOB  
CHANGE IN ACCOUNT CODE

PHONE#: \_\_\_\_\_

EFFECTIVE DATE (YYYY-MM-DD)	EMPLOYEE FIRST B5 A9	MIDDLE B5 A9	LAST B5 A9	UWO ID NUMBER
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## Permanent Home Address

COUNTRY	ADDRESS		
CITY	PROVINCE	POSTAL CODE	

## Personal Information

BIRTHDATE (YYYY-MM-DD)		GENDER	SIN
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## Job Information

ACTION	REASON CODE	APPT END (YYYY-MM-DD)	DEPARTMENT	DEPT. CODE	
JOB TITLE GRADUATE TEACHING ASSISTANT		JOB CODE X0200			
JOB STATUS	STD HRS	VACATION	PAY TYPE	RATE TYPE	AMOUNT
TF		Four	Salaried	Monthly	
TP	1.0	Four	Hourly	Hourly	
ACCOUNT CODE #1 601350	%	ACCOUNT CODE #2 601350	%	ACCOUNT CODE #3 601350	%

## Identification Data

CITIZENSHIP COUNTRY	CITIZENSHIP STATUS (IF EMPLOYMENT/STUDENT AUTHORIZATION HOLDER, ATTACH COPY OF DOCUMENT)		
AUTHORIZATION NUMBER	AUTH. START DATE (YYYY-MM-DD)	AUTH. END DATE (YYYY-MM-DD)	

COMMENTS

UWO STUDENT NUMBER

DEPARTMENT AUTHORIZATION \_\_\_\_\_ DATE \_\_\_\_\_

P/R

DEAN/BUDGET HEAD AUTHORIZATION \_\_\_\_\_ DATE \_\_\_\_\_

ER #