

Community Service
Request for Student Merit Increase
Fax: 979-847-9061

Agency Name

Date

Student's Name

New Wage \$

Reason for this Merit Increase

Agency:

By signing this document you are requesting a merit increase. It will be reviewed by the Student Employment Office to determine whether the student is entitled to this increase. This document must be signed by the Agency and the Student Employment Office Staff before the increase will be approved. If the increase is approved, the Student Employment Office Staff will determine the date for the pay increase and contact the Agency and student employee.

Agency Supervisor Signature

Date

Student Employment Office Staff Signature

Date
