



## Student Employee Hiring Authorization

### Supervisor

If student is hired, please complete, print, and sign this form to authorize their employment. Upon completion, the student should return the form to the Financial Aid office.

CCBC Catonsville  
Financial Aid Office  
SSRV-130

CCBC Dundalk  
Financial Aid Office  
Enrollment Services, 1st floor

CCBC Essex  
Financial Aid Office  
SSRV-014

### *For completion by student*

Full Name \_\_\_\_\_ Student ID \_\_\_\_\_  
Email \_\_\_\_\_ Preferred Phone \_\_\_\_\_

### *For completion by hiring supervisor*

Student Employee Job Title \_\_\_\_\_  
Supervisor Name \_\_\_\_\_ Department \_\_\_\_\_  
Campus \_\_\_\_\_ Building/Room \_\_\_\_\_  
Student can begin work on \_\_\_\_\_  
Supervisor signature \_\_\_\_\_ Date \_\_\_\_\_

*Supervisor note: If you would like to remove or revise your job posting, please email: [careerservices@ccbcmd.edu](mailto:careerservices@ccbcmd.edu)*