



## Graduate Assistant Petition to Work More Than 20 Hours

### Part I. To be completed by the graduate assistant

Name \_\_\_\_\_ UH ID No. \_\_\_\_\_  
LAST, FIRST, M.I.

Graduate Program \_\_\_\_\_ Degree Objective \_\_\_\_\_

Department of Hire (overload) \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_, I will be working a total of \_\_\_\_\_ hours per week for the overload.  
MM/DD/YY MM/DD/YY

Description of work assignment beyond the regular 20 hours

I certify that I have read and understand the policies and instructions for this form.

\_\_\_\_\_  
 Signature of Graduate Assistant Date

**For International Students Only:** Attach Curricular Practical Training Application and obtain approval signature from the International Student Services. <http://www.hawaii.edu/issmanoa/Forms/CPT.pdf>

I certify that the student named above has approval from the International Student Services to work more than 20 hours per week during the period indicated above.

\_\_\_\_\_  
 Signature of International Student Services Adviser Date

### Part II. To be completed by the graduate assistant's supervisors and graduate chair

We certify that this petition is in compliance with the policies and instructions for this form. We agree to adjust the student's GA work load as necessary at certain times during the semester, so that the student may maintain satisfactory academic performance.

Name (Type or Print)	Telephone	Signature	Date
GA Regular Supervisor			
GA Overload Supervisor			
Academic Advisor			
Graduate Chair			

#### GRADUATE DIVISION ACTION

Approved  Not Approved By \_\_\_\_\_ Date \_\_\_\_\_

Remarks