



UNIVERSITY OF MARYLAND
SUMMER 2012/FALL 2012/SPRING 2013
FEDERAL WORK-STUDY STUDENT REQUEST
(Supervisor's On-line Orientation must be completed) <http://www.umaryland.edu/fin/workstudy/index.html>

Could this work-site be considered as Community Service? Yes No

UMB Department OFFICE OF MEDICAL EDUCATION
(Full Name of Department)

Off-Campus Agency _____
(Full Name of Agency)

Address 685 W. BALTIMORE ST. RM 148

Telephone 410-706-3325 Fax No. 410-706-0207

Work Study Supervisor's Name JOHN SEEBORGE

Work Study Supervisor's Title INSTRUCTIONAL TECHNOLOGY SPEC.

E-mail Address JSEEBORGE@MEDED.UMARYLAND.EDU

Alternate Supervisor's Name KHAMRAJ GRANDSAM

Alternate Supervisor's Title INST. TECH.

E-mail Address KGRANDSAM@MEDED.UMARYLAND.EDU

Job Title MULTI MEDIA AV ASSISTANT

Duties ASSIST WITH DAILY SET UP OF LECTURE MATERIALS AND EQUIP. INCLUDING LAPTOPS, MIC'S, PROJECTORS, ASSIST STUDENT FACULTY WITH PRESENTATION SUPPORT WHILE IN CLASS.

(4 POSITIONS) 2 - FRESHMAN 2 - SOPHOMORE

Completion of this request form does not guarantee the department/agency that Federal Work Study students will actually be referred. The person who signs this form must also sign the Job Certification Form and the biweekly payroll time sheets. If a student exceeds their maximum WS award, the supervisor's department is responsible for paying 100 percent of the over award.