



UNIVERSITY OF MARYLAND  
SUMMER 2011/FALL 2011/SPRING 2012  
FEDERAL WORK-STUDY STUDENT REQUEST  
(Supervisor's On-line Orientation must completed)  
<http://www.umaryland.edu/fin/workstudy/index.html>

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

UMB Department School of Social Work  
(Full Name of Department)

Off-Campus Agency Int'l Partners Assoc (IPA)  
(Full Name of Agency)

Address 525 W. Redwood St. / 1609 Silpine Ave, Fl 2 Balto

Telephone 410-~~767~~ 706-7957 Fax No. 410-367-1254

Work Study Supervisor's Name Steven Soffer, Ph.D.

Work Study Supervisor's Title Assoc. Prof., CEO IPA

E-mail Address ssoffer@ssw.umaryland.edu

Alternate Supervisor's Name \_\_\_\_\_

Alternate Supervisor's Title \_\_\_\_\_

E-mail Address ~~\_\_\_\_\_~~

Job Title Researcher, 01/2012-05

Duties do necessary research & database creation  
management, put together & maintain task forces/  
committees, other duties as assigned

Number of students requested to perform duties described above 2  
(Complete a separate request form for a job with different duties)

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.