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Student Employee Termination Notice

UCCS Financial Aid and Student Employment
UNIVERSITY OF COLORADO
COLORADO SPRINGS

1420 Austin Bluffs Parkway
Cragmor Hall, Room 104
Colorado Springs, CO 80918

Phone: 719-255-3454
Email: stuemp@uccs.edu
Web: stuemp.uccs.edu

Student First Name *

Student Last Name *

Date of Form Completion *
02/27/2024

This document serves as notice that your student employee position with the University of Colorado Colorado Springs has been terminated.

Termination Effective Date *

Working Title *

Department *

Either party, employer or employee, may end employment at any time. A work study employee whose position is terminated during the semester may not get another work study job that semester.

Student First Name *

Student Last Name *

Effective Date *

Working Title *

Action Reason *

Department *

Student ID *

Employee ID # *

Position Number: *

Pay Rate: *

Job Code: *

Supervisor Name *

Supervisor Email Address *

Department Approver Name *

Department Approver Email Address *

Reason for termination: *

Person Completing This Form, Enter Your Email Address: *