The University of Memphis

Memphis, Tennessee 38152

Student Employment
104 Wilder Tower

Voice: (901) 678-3708
FAX: (901) 678-5902

Student Wage Adjustment Form

Departments may process wage adjustments with management approval. Student employee's hourly wage is determined by their experience and knowledge. It is recommended that continuing student employees receive yearly pay raises. *Any wage adjustments over $12.00 an hour must have approval from the Financial Aid Director and the department's head.

Employee's Name _____ Banner ID U_____

Social Security Number _____

Index _____ Org. Number _____ Account _____
(Dept. Account #)

Position Number _____

Current Pay Rate $_____

New Pay Rate $_____

Effective Date _____

Department Name _____

Contact Person _____ Phone _____

Justification _____
_____
_____

Adjustment Approval Yes ☐ No ☐

_____
Dept. Head, Dean, Director, or Manager

_____
Date

Adjustment Approval Yes ☐ No ☐

_____
Financial Aid Director

_____
Date

Rev. 03/01/06