



MAHARISHI INTERNATIONAL UNIVERSITY

Graduate Scholarship Assistance Employee Agreement

Student Name: _____

Student ID#: _____

I agree to fulfill the duties and responsibilities of the job assignment to the best of my ability, with honesty, integrity and commitment.

- ☐ I agree that I will not work over 20 hours per week, as per the requirements of my F-1 visa status.
- ☐ I agree that I will never work during my scheduled class time.
- ☐ I will work with my supervisor to create a work schedule and fulfill this schedule every single week, missing work only in cases of extreme emergency or when I am too sick to go to work.
- ☐ I agree to notify my supervisor at least 1 day in advance any time I must miss work due to emergency or illness (when possible).
- ☐ I agree to submit my hours worked on the scheduled date/time. Failure to do so will result in warnings that can result in my termination.
- ☐ I will never, under any circumstances, falsify my hours. I understand that if I lie about hours, I will be terminated and could face harsh consequences from the University.
- ☐ I will never do homework, read newspapers or magazines, use my cell phone, or perform other extraneous activities during the time I am paid to be working.

By signing this agreement, I acknowledge all the terms listed above and will abide to them and I understand that violating any of the terms of this agreement could result in termination.

Date

Signature