



De La Salle University
UNIVERSITY RESEARCH COORDINATION OFFICE

FORM FOR APPOINTMENT OF RESEARCH ASSISTANT

Name of Research Assistant: _____

Period/Dates covering the duration of the previous contract: _____

Position and Rate/fee/salary according to the most recent contract: _____

Personnel status pursuant to the most previous contract: [] Project employee [] Independent contractor

Proposed Position: _____

Proposed personnel Status: [] Project employee [] Independent contractor

Job Description : _____

Home Address : _____

Email Address : _____

Telephone Number : _____

Tax Identification Number (TIN) : _____ Student ID no. [] DLSU [] Other Institution _____

Do you have any relative, by blood or marriage within the 4th civil degree, who is already hired or engaged at present by the university in whatever capacity? _____ If yes: Name: _____ Department/Office _____

Relationship: _____

Appointment Starts : _____ Ends : _____

Number of Work Hours/Day: _____ Number of Work days/Week: _____

Fund source: _____ Rate/ Fee/Salary : _____ only but in no case more than the allocated budget for the purpose.

Name of Proponent/s : _____

Dept. / Office _____ Contact # : _____

Title of Project : _____

Project No. : _____

SIGNATURE (s)

Research Assistant

Faculty Proponent

Director, URCO

Vice Chancellor for Research

Chancellor
(only for funds directly monitored by the Chancellor's Office)

cc: Atty. Enrico Antonio M. Lusica

University Research Coordination Office
Yuchengco 601 * Local 164

Pls submit two 2 x 2 picture bw / colored