



Louisiana Tech University
Office of Financial Aid
Post Office Box 7925
Ruston, LA 71272
(318) 257-2641

STUDENT EMPLOYMENT DROP FORM

This form is to be filled out by the Supervisor and turned into the Financial Aid Office when the employment of a student is discontinued for any reason.

Employment for the following student has been discontinued for the reason denoted below:

Name of Student: _____ **CWID:** _____

REASON:

- Student enrollment dropped below ½ time; 4 hours (undergrad), 3 hours (grad)
- Student cumulative GPA dropped below 2.0 (undergrad), 3.0 (grad)
- Student has earned his/her full work study eligibility
- Graduated
- Withdrew from school
- Terminated employment but still in school
- Transferring to another department
- Not enrolled Summer Quarter, returning in the Fall
- Other _____

Department Name: _____ **Department Code:** _____

Date Employment was discontinued: _____ **FWSP / RF**

Name of Supervisor: _____

Supervisor Signature: _____ **Date:** _____

Louisiana Tech University, a member of the University of Louisiana System, is an equal opportunity/affirmative action employer.
The student must be able to show acceptable documentation establishing the right to accept employment in the United States of America. Minorities, women and persons with disabilities are encouraged to apply.