

# Student Employment Remote Work Contract

Due to the unanticipated adaptation to remote learning and students departing Middlebury College campus, students who remain within the United States may be able to continue working remotely. To work remotely all of the below criteria must be met;

- Physical work location of student employee must be within the United States.
- Duties, obligations and responsibilities must be achievable by remote work.
- Adhere to break and attendance schedules agreed upon with supervisor.
- Must not exceed 20 hours of work across all remote positions.

## **Physical Address where work will be performed;**

Street Address: Click or tap here to enter text.

Town: Click or tap here to enter text.

Zip Code: Click or tap here to enter text.

State: Click or tap here to enter text.

## **Physical Address where work will be performed;**

Street Address: Click or tap here to enter text.

Town: Click or tap here to enter text.

Zip Code: Click or tap here to enter text.

State: Click or tap here to enter text.

## **To be provided by Employee;**

Name of Employee: Click or tap here to enter text.

Midd Id Number: Click or tap here to enter text.

\*Position Number: Click or tap here to enter text.

Supervisor: Click or tap here to enter text.

Department: Click or tap here to enter text.

\*Positions Number can be found on your timesheet.

## **To be provided by Employee;**

Name of Employee: Click or tap here to enter text.

Midd Id Number: Click or tap here to enter text.

\*Position Number: Click or tap here to enter text.

Supervisor: Click or tap here to enter text.

Department: Click or tap here to enter text.

\*Positions Number can be found on your timesheet.

By signing this form you are agreeing that the remote student employment relationship meets the criteria as outlined above as well as certifying that all information you have provided is accurate.

### **Authorization by the Student Employment Office**

**Important: Do not edit, delete or alter any component of this agreement. Only supply the requested information.**