

International Student Work Opportunity (ISWOP)**DEPARTMENT INFORMATION FORM**

The International Student Work Opportunity Program (ISWOP) is part of the ISSS Funding Program through which ISSS uses a limited amount of funds to assist international students experiencing financial challenges. ISWOP helps graduate/professional international students receive a graduate assistantship position in departments that otherwise would not be able to fully fund the position. ISWOP pays up to half of the salary and benefits of a graduate assistantship. If approved, ISSS will transfer the agreed upon amount directly into the department account the student is paid from by the end of the fiscal year. All ISWOP applications are reviewed upon submission and are not guaranteed to be approved. The full ISWOP application includes a number of other essays and documents submitted by the student that are also reviewed to determine eligibility. In addition to other criteria, priority will be given to students in departments and/or colleges/schools that have not received other ISWOP awards for the current fiscal year.

Please return this completed form to the student to submit. For questions about ISWOP or the transferring of funds, please contact issfund@umn.edu.

REQUIREMENTS FOR DEPARTMENTS

- The student and department are both applying with the primary goal to support the student's financial need.
- The department, faculty, and college/school do not have sufficient funds to sponsor the assistantship without assistance.
- Priority will be given to students in departments and/or colleges/schools that have not received other ISWOP awards for the current fiscal year.
- Priority will be given to students that have been enrolled at the University of Minnesota in their current degree program for at least one year.
- If ISWOP is approved, students must work the appropriate hours per week.
- Applications are not guaranteed and will be reviewed to determine final approval by the ISSS Funding Committee
- ISWOP is intended to provide short-term financial support and is typically only approved for two or fewer semesters in total per student.

STUDENT INFORMATION

Student's Name: Student ID #

Department Name:

REQUESTED APPOINTMENT DETAILS

Applications can be for appointments of one or two semesters. Please fill out the appointment details below for one or two semesters (if applicable).

1. Semester & Year: Requested Appointment %: 50% 25% Other

Hourly Pay Rate: Total Salary for Semester:

Total Benefits for Semester (including tuition):

Requested ISWOP Award Amount(This is the amount ISSS will agree to pay, if approved. It can be up to half of the total assistantship cost):

2. Semester & Year: Appointment %: 50% 25% Other

Hourly Pay Rate: Total Salary for Semester:

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Total Benefits for Semester (including tuition):

Requested ISWOP Award Amount (This is the amount ISSS will agree to pay, if approved. It can be up to half of the total assistantship cost):

DEPARTMENT APPROVAL AND SIGNATURES

The staff/faculty that sign this form should be those directly involved in overseeing this proposed assistantship appointment.

1. PAYROLL ADMINISTRATOR

• I approve this ISWOP request and the information provided in this form: Yes No

Signature Date

Name (please print)

Email Address Phone

2. RESPONSIBLE FACULTY ADMINISTRATOR

• I approve this ISWOP request and the information provided in this form: Yes No

Signature Date

Name (please print)

Email Address Phone

3. DIRECTOR OF GRADUATE STUDIES

I approve this ISWOP request and the information provided in this form: Yes No

Signature Date

Name (please print)

Email Address Phone