



Non-Benefit Eligible Hire Form

(Includes Grads, Students, Work Study, Temps, Lecturers)

Instructions to Complete the Form

Hiring Department

Department Contact: Provide the name of the person in the department to notify when the Onboard paperwork has been emailed to the employee, and when the employee has completed the paperwork.

Employee Information

Email: Non-WSU email

Position Information

Export Compliance Information