

***PARK UNIVERSITY STUDENT EMPLOYMENT  
TERMINATION FORM***

**Termination requested by Student:**

I request to be terminated from the Student Employment Program effective \_\_\_\_\_

Reason for request: \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

**Termination requested by Supervisor:**

I request that \_\_\_\_\_ be terminated effective \_\_\_\_\_  
(Student Name)

Reason for termination: \_\_\_\_\_  
\_\_\_\_\_

**OR**

I request that \_\_\_\_\_ be terminated from the Student  
Employment program for the remainder of the semester.

Reason for termination: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

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\*\*Original should be submitted to the Student Employment Office, box 35. Comments may be placed on the back of this form or on a separate sheet.