**Student Termination Form**

 (Please send the completed form to disbursements@rider.edu and studentemployment@rider.edu)

Termination Date / Last Date Worked: Click or tap here to enter text.

Student Bronc ID Number: Click or tap here to enter text.

Student Name: Click or tap here to enter text.

Student Rider Email: Click or tap here to enter text.

Reason for Termination (Check all that apply):

[ ]  Resigned this position or department

[ ]  Other: Click or tap here to enter text.

Supervisor: Click or tap here to enter text.

Supervisor Bronc ID: Click or tap here to enter text.

Department: Click or tap here to enter text.

Today’s Date: Click or tap here to enter text.

**Grounds for termination include:**

1) Unreported Absences and tardiness three (3) or more times

2) Unsatisfactory work performance

3) Violation of the Student Code of Conduct

4) Falsification of timesheets

6) Violation of Confidentiality Agreement

7) Use of alcohol or illegal/illicit drugs in the workplace