

End of Semester Report

This form is to be submitted at the end of each semester.

[] During the ____ semester, 20____, my hours of work as an TA, RA, or AL* conformed to the University's maximum hours expectations stated in my appointment letter.

OR

[] During the ____ semester, 20____, my hours of work as an TA, RA, or AL* exceeded the University's maximum hours expectations stated in my appointment letter in the following way[s]. Please explain:

- I consistently worked 1-5 hours per week over the university's maximum hours expectations stated in my appointment letter._
- I consistently worked 5-8 hours per week over the university's maximum hours expectations stated in my appointment letter._
- I consistently worked more than 8 hours per week over the university's maximum hours expectations stated in my appointment letter.

Please describe the tasks you performed that caused you to exceed the university's hours expectations:

Signature of faculty supervisor for TAship or RAship: _____

Student's Signature

Printed name

Date

USC ID#

*If you have multiple RA, TA or AL positions in one offer letter, please include your total cumulative hours of work for all positions.