



Student Employment Closure Report

Employee Name: _____ Nick Name: _____ ctcLink ID: _____
(Family/Last Name, First Name)

Position Title: _____ Department: _____

First Day Worked: _____ Last Day Worked: _____

Supervisor Name and Title: _____

Reason for Separation:

Supervisor Signature

Date

Equal Opportunity Employer: Green River College does not discriminate on the basis of race, creed, color, national origin, gender, gender orientation, age, marital status, religion, disability, genetic information or on any other unlawful basis. The college is committed to preventing and stopping discrimination, including harassment of any kind and any associated retaliatory behavior. The Vice President of Human Resources has been designated to handle inquiries regarding the

[HR-22 non-discrimination and Harassment](#) policies: 12401 SE 320th Street, Auburn, WA 98092-3622, (253) 288-3320. To receive this information in an alternate format, please contact Disability Support Services at (253) 931-6460; TTY (253) 288-3359

Jeanne Clery Statement: Notice of Availability of Annual Security and Fire Safety Report—Green River College’s Annual Safety and Fire Report is available online at www.greenriver.edu/CleryASFR, containing mandated information about current campus policies concerning safety and security issues, required statistics, and other related information for the past three calendar years. To obtain a paper copy of the report, please call (253) 288-3350

STUDENT EMPLOYMENT SECTION TO BE COMPLETED BY STUDENT EMPLOYMENT SPECIALIST			
EMPL RECORD:		GRC Off-Boarding Teams:	S.Payroll.dbs:
Notes:			