

BYU Library

## Student Promotion Raise Form

- Supervisors can give up to a **\$1.00** raise to recognize a student employee advancing in their responsibilities in the library.
- To qualify, the student must meet one or more of the following requirements:
  - Completes extensive training to take on more advanced responsibilities.
  - Assists with supervising of other student employees, including training, assigning/delegating tasks, making complex decisions for department/unit.
  - Consistently performs job duties significantly more complex and advanced than those delegated to other student employees within the department/unit.
  - Possesses exceptional and relevant skills at the point of hire beyond what is required in the job posting.

Name: \_\_\_\_\_

BYU ID: \_\_\_\_\_

Promotion raise amount:

\$0.25       \$0.50       \$0.75       \$1.00       Other: \$ \_\_\_\_\_

*Supervisors should manage these raises within their existing budget.*

Justification for raise:

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Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_