Directions to Hire an SA Grader in the IME Department
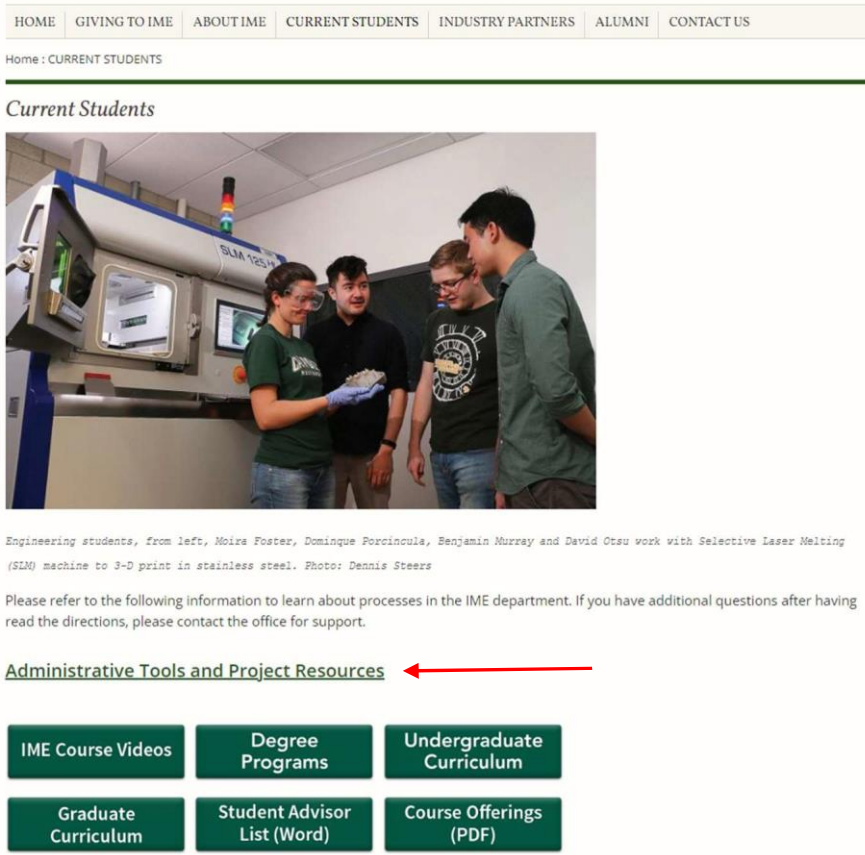
Faculty start the process to hire SA graders.
Please go to our website www.ime.calpoly.edu
Click on Current Students

Click on Administrative tools and Project Resources

Engineering students, from left, Moira Foster, Dominque Porcincula, Benjamin Murray and David Otsu work with Selective Laser Melting (SLM) machine to 3-D print in stainless steel. Photo: Dennis Steers

Click on SA Employment

Click on SA Employment

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Administrative Tools & Resources

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Click on SA Student Request Form

SA Employment ⌃

We have been able to automate the SA (Lab Assistant) hiring process to make it easier for you, the faculty, and the department staff and student assistants.

A request to hire an SA must be made by faculty/supervisor. The form will not be processed if submitted by the student.

Hiring Process:

- Faculty start the SA hiring process by completing the SA Student Request form (Also known as the SERF). The completed form comes to the IME office and will finish the hiring process by completing the SERF form.

Complete the form and this will come to the IME office and we will finish the hiring process

IME Student Assistant (SA) Hire Request

A request to hire an ISA can only be made by faculty/supervisor/instructor of record for the respective lab. **The form will not be processed if submitted by a student.**

Hi, Industrial and Mfg Engineering. When you submit this form, the owner will see your name and email address.

* Required

1. Student First Name & Middle Initial *

Enter your answer

This is the last message you receive. It then goes to the IME office to complete the hiring process.

✓ Thanks!

Thank you for your submission. Your request will be processed as quickly as possible.

Submit another response

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