

SCHEDULE OF EVENTS

STUDENT ID DISTRIBUTION – TBD

TA ORIENTATION – TBD

THURSDAY – AUGUST 24TH

COMPUTER DISTRIBUTION

August 24th – ZSR Library – Room 204 – 10:00 – 3:00

Full-time, Degree Seeking students are eligible for a laptop computer (part-time, non-degree and certificate students are not eligible for laptops).

WFU Student ID's will be required when picking up computers.

Programs not participating in the computer distribution: Documentary Film and Religious Studies.

FRIDAY – AUGUST 25TH

COLLECTION OF TAX AND I-9 FORMS

August 25th – Room 125 Manchester Hall – 9:00 a.m. – 12:00 Noon.

If you are a student who is receiving a stipend (Assistantship or Graduate English Fellowship), you will be required to complete the following forms:

- W-4, NC-4 and Direct Deposit forms – <http://finance.wfu.edu/faculty-staff/payroll-services> (Under Forms).
- I-9 (Employment Eligibility Verification) Form and Instructions <http://finance.wfu.edu/faculty-staff/payroll-services> (under Employment Forms).

A payroll calendar for graduate students can be viewed by scrolling to the bottom of <http://finance.wfu.edu/faculty-staff/payroll-services> (under Tools).

Please bring your forms and documents required for verification to 125 Manchester Hall between 9:00 a.m. – 12:00 p.m. on Friday, August 25th. A Human Resources representative will be there to collect and process your forms. Stipends will also be distributed from this location during this time. Please direct any questions to Ms. Pearlie Patton in the Human Resources Office at pattonpd@wfu.edu or 336.758.4952.

MONDAY – AUGUST 28th

1st Day of Classes