



IWORK Employment Transfer Form

For IWORK Students requesting to transfer employment from PCC to BYU–Hawaii

In general, an IWORK student must meet the following criteria in order to be considered for a transfer to a campus job:

- Have 12 months or less before their graduation date
- Campus job must be related to the student’s major and similar job not available at PCC.

Student meets the above requirements to transfer employment: Yes No

Note to IWORK Student: The IWORK Committee will make a decision on whether or not you are eligible for transfer to an on-campus position at this time. Students will receive an email notification with a letter of approval or denial attached within 5-7 business days of appeal submission Date.

Student Information

Name: _____ BYU–Hawaii ID#: _____

Major: _____ Year in School: _____

Graduation: _____ Expected BYU–Hawaii Position & Dept: _____
Month Year

Reason for transfer (if you need additional space, please use the back of this form):

PCC Supervisor (Please sign below if you support student’s request to transfer employment)

Student’s Position: _____ Expected Date of Separation: _____

Supervisor’s Signature: _____ Date: _____

PCC Human Resouces

Student’s PCC Hire Date: _____

PCC HR Signature: _____ Date: _____

BYU–Hawaii Financial Aid & Scholarship (IWORK)

This form must have all signatures above with the following documents before meeting with Financial Aid Counselor.

Met with Financial Aid Counselor: Yes No

Financial Aid Counselor: _____ Date met with Student: _____

Required documents to submit to Committee:

- Appeal Letter BYUH Dept. Letter of Hire Approved MAP Signed I
 WORK Employment Transfer Form

By signing below, I understand the above requirements and IWORK Exception Committee procedures. I also confirm that I meet the above criteria to be eligible to transfer my employment from the Polynesian Cultural Center to BYU–Hawaii campus.

Student Signature

Date