University of Houston College of Architecture and Design
Program Participation Agreement and Request

This is an agreement that ______________________ (Participant) will be participating in
__________________________________________ (Description of work) for during the period of
____________________ (dates) under the supervision of __________________ (Supervisor).

For your participation, you will receive a stipend of $_______ for fulfilling the responsibilities and duties
as disclosed and outlined in the Program and for milestones set by your Supervisor.

- Participant understands that in order receive a stipend for participation; I must not owe debt to the
  University of Houston or the State of Texas.
- Participant, please check one box:
  ☐ ☐ I will be working at the University of Houston during a part of this program.
  ☐ ☐ I will not be working at the University of Houston during any part of this program.
- Disbursement of your stipend will be made following the receipt of your fully completed foreign
  national addendum form, vendor setup and direct deposit setup, and W-9 or W-8 BEN (dependent
  on your citizenship).
- Participant understands that this agreement is effective only after approval of the “Administrator”
  below.
- A copy will be supplied to all parties involved upon execution of this agreement.

_________________________________________ __________________________
Participant approval to terms listed above Date

Supervisor ____________________________ Date: __________________

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<th>OFFICE USE ONLY</th>
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<tbody>
<tr>
<td>No Financial Hold with UH date:</td>
<td>__________________</td>
<td>Initials ______</td>
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<td>Vendor not on hold (<a href="http://ecpa.cpa.state.tx.us/vendor/tpsearch1.html">http://ecpa.cpa.state.tx.us/vendor/tpsearch1.html</a>):</td>
<td>__________________</td>
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<td>Administrator approval:</td>
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