



Part-Time Employee Categories

STUDENT ASSISTANT POSITIONS:

- Students who are currently enrolled and attending classes during the regular term (fall, spring and winter, if applicable), at any qualifying institution of higher education, are eligible to work in this employment category.
- Student Assistants must be enrolled in college/university level courses during the academic year to be eligible to work in this category. Students must be enrolled at a minimum: six (6) semester units or nine (9) quarter units for undergraduate students; four (4) semester units or six (6) quarter units for graduate students. The hiring department may have a higher unit requirement or GPA requirement. If so, you must follow the hiring department's requirement.
- Student Assistants typically work up to 20 hours per work week (Sunday – Saturday) during the academic year and up to 40 hours per week during the summer and semester breaks.
- International Students can work up to 20 hours per week during the academic year and up to 40 hours per week during the summer and semester breaks.
- Employees are eligible for legally mandated benefits only (such as unemployment, temporary disability, sick leave, etc.).

CASUAL POSITIONS: (On campus positions only)

- Casual Positions do not have a regular schedule of hours to be worked every week.
- Employees may not work more than 19.5 hours per work week (Sunday – Saturday).
- Employees are eligible for legally mandated benefits only (such as unemployment, temporary disability, sick leave, etc.).