



Student Employee FAQs



Is there a minimum GPA requirement or minimum number of hours I must be enrolled in to work on campus?

-All students must maintain a 2.0 GPA.

International Students

-12 credit hours (full-time undergrad) 9 credit hours face to face and 3 credit hours online

-9 credit hours (full-time grad) 6 credit hours face to face and one credit online

Domestic Students

-Must be registered at least part-time for duration of employment (fall/spring semesters)

-Undergraduate Students = 6 credit hours Graduate Students = 3 credit hours

If I applied last semester and got a job, do I need to apply again for the next semester to work in the same position?

-No, you do not need to reapply. However, consideration for continued employment will be given with acceptable performance in academic courses and work assignments.

If I have previously worked on campus, do I need to fill out a new hire packet and bring my documents to HR if I am hired for a different position on campus?

-No, if you have worked within the past academic year, you do not need to complete forms and provide IDs.

-Yes, if there has been a separation in employment for more than two semesters. You will need to complete new hire forms and provide IDs again.

What is starting pay for campus positions and how many hours can I work?

-Starting pay for all campus positions is \$8.50 per hour

-International students can work a maximum of 20 hours per week. All other students can work a maximum of 29 hours per week.

-It is the student's responsibility to ensure that they don't exceed their maximum hours allowed to work.

Do I need to be enrolled in summer classes if I want to work in the summer?

-Federal Work Study students are encouraged to be enrolled in at least 3 hours for summer eligibility.

-University Work Study Students are not required to enroll in summer classes to work during the summer if departmental budget allows.

-GAs are not required to enroll during the summer semester to maintain eligibility.

Can I have more than one job on campus?

**-Students may hold two work study positions at a time. Students are not allowed to work more than 29 hours per week between both positions.
(20 hours for international students)**

Are taxes deducted from my paycheck?

-As a student employee, you are responsible for federal and state taxes. You are exempt from paying FICA tax (Social Security, Medicare, etc.) during periods of enrollment of six credit hours or more.