### Summer 2015 Hourly Student Employees - Quick Guide for Student Assistants (Job Codes 1870 & 1874 ONLY)

#### STATUS 1
- Enrolled Spring, plans to attend Fall
- Enrolled less than ½ time this summer or
- Not enrolled

<table>
<thead>
<tr>
<th>05/23/15 - 05/31/15</th>
<th>06/01/15 - 07/30/15</th>
<th>07/31/15</th>
</tr>
</thead>
<tbody>
<tr>
<td>1870</td>
<td>1874</td>
<td>Hire or Rehire to job code 1870. Can work 40 hrs per week through 08/19/15. HR will transact terminations for 1874 job records on 07/31/15.</td>
</tr>
</tbody>
</table>

#### STATUS 2
- Enrolled Spring, plans to attend Fall
- Enrolled ½ time or more this summer

<table>
<thead>
<tr>
<th>05/23/15 - 05/31/15</th>
<th>06/01/15</th>
</tr>
</thead>
<tbody>
<tr>
<td>1870</td>
<td>1870</td>
</tr>
</tbody>
</table>

#### STATUS 3
- Enrolled Spring, Graduated or not attending Fall
- Not enrolled in Summer

- Not eligible to work as student past 05/22/15

### Student must be separated effective 05/23/15. Department can explore hiring options in different job code. Contact Recruitment Services for additional information.

### Note: Non-Resident Alien Student Assistant (1868) and Instructional Student Assistant (1150) do not change job codes during Summer appointments. Please refer to the Student Employee Hiring and Processing Guide for additional information.

### Spring 2015 Semester End Date
- Friday, 05/22/15

### Fall 2015 Semester
- Begin Date: Wednesday, 08/19/15