

Student Workers

(Administrative Procedure 7270)

The following conditions shall apply to student workers:

Eligibility for Employment:

1. Student workers must be enrolled in six (6) or more units during the semester of employment.
2. Student workers enrolled for the fall semester may work beginning July 1. Student workers enrolled for the spring semester may work until June 30. Student workers enrolled for both spring and fall semesters may work the entire summer break period. Certain funding sources may require student workers to be enrolled in summer courses.

Terms of Employment:

1. Students wishing employment shall apply to open positions for initial employment with the District. Job descriptions and expectations shall be provided during the interview. Selection of student workers is at the discretion of the supervisor.
2. During the fall and spring semester student workers can work up to 20 hours a week. Certain exceptions can be made by the Chief Student Services Office (CSSO).
3. During the winter intersession and summer break student workers not currently taking classes may work fulltime as needed and at District discretion.
4. All student worker positions shall be paid at the current California minimum wage. Exceptions to the minimum wage may be made for off campus employment.
5. All student worker positions are temporary "at will" and based upon District needs. Student workers may be released from employment at any time for any legal reason, but particularly for lack of performance or attendance.

*References: Education Code Sections 69960(f) and 88003
Last Date of Approval: November 2, 2017*