

CU-BOULDER STUDENT EMPLOYMENT NEWS

Fall 2015

WORK HOURS LIMIT

Will you have students working in your office this fall?

Don't forget that student employees are limited to working **25 hours per week** (50 in each bi-weekly pay period) during the academic year. Graduate and International students have stricter limitations – take a moment to review the guidelines on the [Student Employment Policies](#) page.

STUDENT EMPLOYMENT COORDINATOR

We're sad to say that our Student Employment Coordinator, Natalie Engelbrecht, will be leaving CU this fall. Her last day will be September 2. Please join us in wishing her well! You're welcome to contact anyone on the Student Employment staff and we'll be glad to assist you until Natalie's position is filled.

SCHOLARSHIP FOR STUDENT EMPLOYEES

Our Scholarship Office has just announced a scholarship that is available to sophomores, juniors, and seniors who work on campus! Please help us spread the word to your students who may qualify:

Qualifications

- Student has worked on campus for at least two semesters
- Minimum 2.5 GPA
- Sophomore, junior or senior enrolled full-time
- Demonstrates financial need
- Can be a resident or non-resident

Application process

- Apply in [myCUinfo](#) under the Financial Aid tab
- Open August 31 through September 11
- Special Essay
- Resume
- One Letter of Recommendation from an on-campus supervisor

The selected recipients will receive \$4,000.00 per year, renewable for up to six semesters as long as they maintain at least a 2.5 GPA and continue to work on campus. Two scholarships will be awarded each year.

IMPORTANT DATES

October 1, 2015

Students must have begun earning fall work-study awards.
Contact our office to save their award if they will start after our deadline.

November 27-28, 2015

Thanksgiving Holiday, CU-Boulder closed

December 19, 2015

Last day to earn Fall Work-study

Don't forget about the

[Supervisor Resources](#)

Section of our website!

You can find all kinds of
useful tools, like:

Payroll Date Information

Work-Study Earning

Trackers and of course, the

Supervisor Handbook!

NEW STUDENT EMPLOYEE PAY RANGES.

Pay ranges go into effect on 8/16/15
for the 2015-16 academic year.

Student Assistant Level	Minimum Hourly Rate	Maximum Hourly Rate
I	\$ 8.23	\$10.52
II	\$10.25	\$11.78
III	\$11.48	\$13.20
IV	\$12.85	\$14.78
V	\$14.39	\$16.55
VI	\$16.12	\$22.95

<http://www.colorado.edu/studentemployment/descriptions-pay-codes>

DO YOU HAVE ACCESS TO THE EMPLOYER VIEW PAGE IN CAMPUS SOLUTIONS?

If you are responsible for supervising work-study student employees, we encourage you to request access to the employer view page in Campus Solutions if you don't already have it. Because work-study is a form of financial aid, a student's eligibility can change on a daily basis. We monitor this eligibility daily and do everything possible to communicate important information about a student's eligibility in a timely manner. It's possible, however, for you to check your students and their eligibility each day, too. If you would like to request access to this page, go to:

<http://www.colorado.edu/studentemployment/sites/default/files/attached-files/viewawards.pdf>

And for a tutorial on how to read the page, go to:

http://www.colorado.edu/studentemployment/sites/default/files/attached-files/employer_view_0.pdf

Student Employment, Office of Financial Aid
Regent Administrative Center, Room 205

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Online [Financial Aid](#) | [Scholarships](#) | [Student Employment](#)
Social [@CUBoulder](#) | [@MyCUBoulder](#)