



Policy

7270 Student Workers

The Board views student work as an opportunity not only to help a student financially, but as a valuable opportunity to gain work experience and acquire new skills which will help students successfully pursue future employment.

The Chancellor shall establish procedures for employment of student workers. Pursuant to Education Code regulations, student workers are temporary employees and employees in this category are nonrepresented, at-will employees, and are not a part of the classified service. Approval of the appropriate District and/or College administrator is required prior to employment of student workers.

Employment policies governing temporary employees shall reflect equal opportunity law and provisions of the California Education Code and District policy.

References:

Education Code Sections [69960\(f\)](#) and [88003](#)

Adopted: April 12, 2023

Last Reviewed: April 12, 2023

Administrative Procedure

7270 Student Workers

Enrollment Requirements: All persons who are employed in the Student Worker category must be students of the Yosemite Community College District. While employed in this category, students must be enrolled in and maintain a minimum of six (6) units during the fall and spring semesters, and a minimum of three (3) units during the summer session. There is only one exception to the six (6) units minimum and that pertains to Federal Work Study Students. For students receiving Federal Work Study, the six (6) unit enrollment requirements do not apply. Federal Work Study students may be enrolled less than half time in accordance with the U.S. Department of Education Financial Aid regulations.

If an individual is not enrolled in classes at one of the campuses of the District, the individual cannot be classified as a Student Worker – even if the person took classes during the previous semester and is enrolled to take classes in a subsequent semester. The District will deduct social security and Medicare from the paychecks of these individuals.

Maximum Work Hours: Student Workers may work up to a maximum of twenty (20) hours per week while classes or finals are in session. During breaks between instructional periods when no classes or finals are scheduled, and during declared recess periods within a semester, student workers may work up to forty (40) hours a week.

Student Workers will be compensated at the state’s minimum wage rate, and are not eligible for Retirement Benefits or unemployment insurance benefits through the California Employment Development Department.

Student employees must complete a student worker employee packet with Human Resources.

The appropriate administrator will be accountable for determining and monitoring the employment limitations, specific type of work assigned, length of the temporary service, pay rates, quality of employee performance.

References:

Education Code Sections [69960\(f\)](#) and [88003](#)

Procedure Last Revised: April 12, 2023

Last Reviewed: April 12, 2023