YUBA COMMUNITY COLLEGE DISTRICT

Office of Human Resources use only

Funding Source(s): _____ _____

District Paid: _____ _____ _____

STUDENT EMPLOYMENT CONFIRMATION

Student Name: _____ **Colleague ID:** _____

Job Duties: _____

Student employees are placed on Step 1 and will move to the next step after having completed one (1) year in the position.

Rates Effective: 01/01/20 – 12/31/20	☐ $13.00	☐ $13.25	☐ $13.50	☐ $13.75	☐ $14.00
Rates Effective: 01/01/21 – 12/31/21	☐ $14.00	☐ $14.25	☐ $14.50	☐ $14.75	☐ $15.00
Rates Effective: 01/01/22 – 12/31/22	☐ $15.00	☐ $15.25	☐ $15.50	☐ $15.75	☐ $16.00

Number of hours scheduled to work per week: _____ **(Maximum of 20)**

Budget Account: _____ (___%) **Position ID:** _____

Budget Account: _____ (___%) **Position ID:** _____

Federal Work Study Award Amount: $ Financial Aid Approval: _____

Dates of Employment: Beginning: _____ **Ending:** _____

Signature of Employing Supervisor - Also Please Print	Colleague ID	Office Phone	Date
Signature of Dean/Director – Also Please Print	Colleague ID	Office Phone	Date
Name of Time Card Approver	Colleague ID	Office Phone	Date

*** * * * * * * * * * * * TO BE COMPLETED BY STUDENT * * * * * * * * * * * ***

Mailing Address: _____

P.O. Box/Street Number City State Zip

Telephone: _____ Social Security Number: _____

Total number of units currently enrolled: _____ **(Minimum units required: Regular Semester 6 Units — Summer Session 3 Units)**

I understand that I must have a Student application, Federal tax form - W-4, State tax form – DE, Form I-9, Demographic Form, YCCD Marketplace Coverage Options and CalPERS Exclusion form on file with the Office of Human Resources in order for my employment to be official. I have read the employment confirmation set forth above and accept employment on the terms stated herein.

I understand that as a student employee I am not entitled to any health and welfare benefits, other than Workers' Compensation Insurance. _____(Student initials)

Signature: _____ Date: _____

Distribution: Original to the Office of Human Resources

Revised: 11/24/2020