



Student Employee Classification Guidelines

All student employees of the university are classified as non-exempt, hourly staff. The tables below list the student hourly pay classifications for **2021-2022** and guidance to support the determination of an appropriate wage rate for your student employee. These guidelines are intended to assist you as you consider a job's attributes, required level of skill, and existing rate of pay for comparable assignments. Other factors contributing to the determination of a rate may include the hiring department's budget and the seniority of the student employee.

The compensation grades identified are not job titles. Departments must create a **descriptive job title** for each unique student employment position. When hiring a student in USFWorks, the Business Title and the Job Title will default to the title of the student job profile ("Student Hourly I," "Other FWS Student Hourly I," etc). Supervisors must update the job and business titles to the descriptive title chosen.

Student Hourly Staff (SH), Pay Grades I–III: Most student employees			
Grade	Workday Job Profile	Wage Range	Description
SH I	Non-FWS: JC7000 **On-campus FWS: JC7017 FWS Literacy: JC7007 *Shift Differential: JC7005 or JC7024	\$16.32-\$18.00	Jobs at this level are assigned a variety of entry-level to intermediate-skilled duties under close supervision. <ul style="list-style-type: none"> Qualifications may include: No prior experience to intermediate-level experience and/or prior training Examples of appropriate job duties: General to intermediate-level office support or student assistant functions; general to skilled academic support functions; teaching assistance and research assistance; residential life; standard to semi-skilled technical assistance; standard to semi-skilled recreational support; general to specialized athletics assistance; routine to moderate level event service; general to specialized library assistance.
SH II	Non-FWS: JC7001 **On-campus FWS: JC7018 FWS Literacy: JC7008 *Shift Differential: JC7006 (non-FWS) or JC7025 (FWS)	\$17.00-\$23.00	Jobs at this level are assigned a variety of skilled duties under general supervision. <ul style="list-style-type: none"> Qualifications may include: Previous experience, or intermediate to advanced knowledge of the academic field or the type of work; language proficiency; licensure/certification requirements Examples of appropriate job duties: "Lead" responsibilities; other specialized skills or advanced laboratory assistance
SH III	Non-FWS: JC7002 **On-campus FWS: JC7019 FWS Literacy: JC7009	\$22.00-\$27.00	Jobs at this level are assigned a variety of complex duties under direction, ranging in complexity and scope. <ul style="list-style-type: none"> Qualifications may include: Advanced to extensive experience, including academic coursework; specialized skills and knowledge

Student Hourly Staff (SH), Pay Grades IV–V: Some student employees			
Grade	Workday Job Profile	Wage Range	Description
SH IV	Non-FWS: JC7003 **On-campus FWS: JC7020 FWS Literacy: JC7010	\$26.00-\$37.00	Jobs at this level may include graduate-level student jobs assigned a variety of complex duties under direction, ranging in complexity and scope. <ul style="list-style-type: none"> Qualifications may include: Advanced to extensive experience, including academic coursework; and/or specialized skills and knowledge Examples of appropriate job duties: Program coordination and/or skilled assistance with program oversight
SH V	Non-FWS: JC7004 **On-campus FWS: JC7021 FWS Literacy: JC7011	\$35.00-\$55.00	<ul style="list-style-type: none"> Jobs at this level, following the skills and attributes above, may include a greater degree of skill and/or experience; oversight responsibilities; and/or a competitive hourly rate.

*Please note that there are only two compensation grades for day/night shift differential assignments for students. The former listed is non-FWS and the latter is FWS.

**For off-campus FWS job profiles, contact the Office of Student Employment.