

# Student Employment

January 2018

# Scoop



## Important Dates for the Spring Semester:

- ◆ January 19th - Spring only work-study begins.
- ◆ February 2nd - deadline to secure a spring work-study position.
- ◆ May 4th - work-study ends.

## Timecard Reminders:

- ◆ If corrections need to be made on a timecard, please be sure to approve those changes as soon as possible. Failure to approve these corrections in a timely manner may result in a student exceeding their work-study award amount in cases where the corrections cause negative payable time to be approved. If our office is unable to increase a student's award to cover the earnings that exceeded the award amount, departments would be responsible for reimbursing the work-study account.



## National Student Employment Week:

April 8th-14th 2018

Show your appreciation for all the hard work and support your student employees provide for you and your office! Keep a look out for more information about nominating one of your student employees for Student Employee of the Year as part of the Student Life Awards. We will send out a notification once the nomination form is available at [sla.uconn.edu](http://sla.uconn.edu)

## Words of Wisdom:

*"Treat employees like they make a difference, and they will."*

~Jim Goodnight CEO, SAS

## Winter Weather:

Student employees are not considered essential personnel. Therefore when the university is closed due to weather, student employees should not be required to report to work. Safety should be the number one concern.



## Contact Us:

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