

EMPLOYMENT INFORMATION

HOURS OF WORK

In University Housing, we know that it's important for you to maintain a balance between school, work, and your social life. During the academic year, most student employees work an average of 20 hours per week or less, and many work as few as 7 hours per week. In many cases, working more than 20 hours on a regular basis is detrimental to a student's academic success. Students who work more than one job, or participate in an extracurricular activity that demands a substantial amount of time on a regular basis, should talk to their supervisors about these other obligations.

In order to comply with the [Affordable Care Act \(ACA\)](#), students cannot work more than 1,560 hours November 1st through October 31st. These hours are combined between all campus jobs and UW System jobs. If a student is working 40 hours per week during summer break, that leaves approximately 25 hours per week when class is in session. Additionally, students cannot average 30 or more hours/week in any rolling 89 day period, unless the position is deemed seasonal.

Some student positions have been approved as "seasonal" and are exempt from the 89-day rule in regards to the Affordable Care Act (ACA) because the nature of the work can only be performed during the summer months. With seasonal designation, hours worked per week in a specific appointment may exceed 30 during the summer months.

Some international students, depending on their visa status, may be prohibited from working more than 20 hours per week on campus in any work week during the academic year, even if the employee works more than one job on campus. Exceptions may be made during break periods (summer, winter and spring breaks).

Summer and year-round appointments may have expanded hours, and may earn overtime with their supervisor's prior approval. Overtime can mean more than 40 hours of work in one week at one job, or spread out over several campus jobs.