

Human Resources

BP 7270 STUDENT EMPLOYEES

References:

Education Code Sections 69960(f) and 88003

Only enrolled College of Marin students can be employed as student employees. A student's primary role at College of Marin is to obtain an education. Student employees may only be employed as student assistants hired by specific departments or placed in particular departments/offices through the work-study program while enrolled in classes.

Full and part-time College of Marin student employees shall only be employed part-time regardless of funding source and shall not be a part of the classified service nor perform tasks commensurate with an established classified position. Student employees are hired to gain work experience and develop new skills. Tuberculosis tests are required for all student employees. Certain additional clearances (e.g., fingerprinting, etc.) may be required based on the work location and assigned responsibilities. Student employees can only work in one capacity (i.e., cannot work as a student employee and a short-term or professional expert or substitute).

Specific procedures governing hiring processes, applications, and eligibility requirements for student employees can be found in the Human Resources Office.

Date Adopted: May 17, 2011 (*Replaced College of Marin Policy 5.0008*)

Date Reviewed/Revised: May 11, 2021