

## Conditions of Employment for Temporary Employees

Appointments temporary positions are of a temporary nature as required by special projects, studies, or temporary personnel support needs.

Compensation is provided on the basis of an established hourly rate. An individual whose only employment with the University is as a Temporary Employee is not eligible for any benefits including holiday or closure pay.

All Temporary Employees performing duties are limited to a number of hours of employment per fiscal year, that limit is 1,000 hours.

Temporary Employees **cannot** be enrolled at Wayne State University for more than **seven hours** as an undergraduate or three hours as a graduate student. If enrollment exceeds the limit, the individual must be assigned as a Student Assistant.

Temporary Employees serve at the pleasure of the appointing authority. Such assignments are recommended by the appropriate unit administrator and approved by the President or his/her designee.

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I \_\_\_\_\_ , by signing this form, acknowledge receipt of the conditions of my employment.

\_\_\_\_\_  
Employees Signature

\_\_\_\_\_  
Social Security Number/ Banner ID

\_\_\_\_\_  
Hiring Authority Signature

\_\_\_\_\_  
Department

\_\_\_\_\_  
Date