

STUDENT EMPLOYMENT REFERENCE GUIDE

(For Supervisors/Timekeepers/Supporting Staff & Faculty)

STUDENT ASSISTANT

All resources for Hiring Managers, Timekeepers, and supporting staff pertaining to student assistants can be located on the Human Resources web page under the Student Employment tab or by using the link:

<https://www.csustan.edu/hr/student-employment/manager-resources>

Alex Lazar: 209-664-6774

General Contact Number: 209-667-3351

WORK STUDY

All information and guidelines pertaining to federal work study employees can be located on the Work Study page within Financial Aid & Scholarships or by using the link: <https://www.csustan.edu/financial-aid-scholarship/work-study-employment>

[employment](https://www.csustan.edu/financial-aid-scholarship/work-study-employment)

Ana Contreras: 209-664-6582

General Contact Number: 209-667-3336

ACADEMIC STUDENT (INSTRUCTIONAL STUDENT ASSISTANT, TEACHING ASSISTANT, GRADUATE ASSISTANT)

All information and guidelines pertaining to R11 employees can be located on the Faculty Affairs page or by using the link:

<https://www.csustan.edu/fa>

Elki Issa: 209-667-3028

Roseanne Lewis: 209-664-6552

General Contact Number: 209- 667-3392

PAYROLL

All information and guidelines pertaining to Payroll can be located on the Human Resources web page under the Payroll tab or by using the link provided below. (Payroll technicians are assigned by the first letter of the employee's last name.)

<https://www.csustan.edu/hr/payroll>

Payroll: 209-667-3351