

HUMAN RESOURCES

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2 **AP 7270 STUDENT WORKERS**

3 **References:**

4 Education Code Sections 69960(f) and 88003

5 Only enrolled Palomar College students can be employed as student workers. A student
6 worker's primary role at the District is as a student. Student workers may only be
7 employed as student assistants hired by specific departments or placed in particular
8 departments/offices through the work-study program while enrolled in classes.

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

17 Specific procedures governing hiring processes, applications, and eligibility
18 requirements for student workers can be found in the Palomar College Short-Term and
19 Student Employee Information Booklet available on the Human Resource Services
20 website.

21 Office of Primary Responsibility: Human Resource Services