

Key Dates Related to Student Employment Fiscal Year 2021-2022



IMPORTANT REMINDERS:

- [April 16, 2021 Excluding Hourly Student Employees from the Essential Hire Process](#)
- [April 9, 2021 Student Employee Compensation Guidelines](#) and removes the department cap on hiring students into **FY22 Federal Work Study jobs**.

DATE	JOB TYPE	ACTION
SUMMER 5/19/21 - 8/27/21	Non-Work Study Employment Only	SUMMER Employment begins on 5/19/2021. UVM Federal Work Study is available only during the academic year. All SUMMER jobs in JobX must have SUMMER in front of the job title with Aid Year 2021 and a combo code associated with account 55212 .
PRIORITY 8/9/2021	Work Study and Non-Work Study	Priority Deadline to have your FY22 jobs updated/created and that have 2122 selected for the aid year. <i>Non-work study jobs</i> must use a combo code associated with account 55210 . Work Study combo code options automatically appear for your choosing.
PRIORITY 8/16/2021	Work Study and Non-Work Study	Priority Deadline to submit fall/full academic year hire requests through JobX. After this date, the Student Employment Office cannot guarantee “same day approval”.
END DATE 8/27/2021	Non-Work Study	End Date for SUMMER Employment . All student employment records in PeopleSoft will be terminated. <i>Students continuing to work will need to be hired into an Academic Year job in JobX in advance of working beyond this day.</i>
START DATE 8/28/2021	Non-Work Study	First Day of Non-Work Study Employment for fiscal year 2122 . Students must be hired through JobX and have a valid I-9 on file <i>prior</i> to working. Guide to On-boarding Student Employees.
START DATE 8/30/2021	Federal Work Study	First Day of Federal Work Study Employment for fiscal year 2122 . Students must be hired through JobX and have a valid I-9 on file <i>prior</i> to working. Guide to On-boarding Student Employees.
4:30PM DEADLINE 10/1/2021	Federal Work Study	Deadline for students to be hired into a fall/full academic year Federal Work Study job in JobX. Students can be hired into <i>additional</i> Federal Work Study jobs (maximum of 3) on or after this date. Students can cancel the fall portion of their work study award and keep the spring by emailing sfs@uvm.edu by 4:30PM on October 1- full award will be canceled otherwise.
END DATE 12/17/2021	Federal Work Study	Last Day of Fall Semester. PeopleSoft employment records for students awarded fall ONLY Federal Work Study will be terminated. Students continuing to work will need to be hired into a Non-Work Study job in JobX and in advance of working.
START DATE 1/18/2022	Federal Work Study	First Day of Spring ONLY Federal Work Study Employment. Students must be hired through JobX and have a valid I-9 on file <i>prior</i> to working. Guide to On-boarding Student Employees.
4:30PM DEADLINE 2/15/2022	Federal Work Study	Deadline for students (awarded Spring ONLY) to be hired into a Federal Work Study job in JobX. Students can be hired into <i>additional</i> Federal Work Study jobs (maximum of 3) on or after this date. Students must be hired through JobX and have a valid I-9 on file <i>prior</i> to working. Guide to On-boarding Student Employees.
END DATE 5/13/2022	Work Study Non-Work Study	End Date for all Academic Year Employment. All student employment records in PeopleSoft will be terminated. <i>Students continuing to work will need to be hired into a SUMMER job in JobX in advance of working beyond this day.</i>