



April 11, 2016

POLICIES – UNDERGRADUATE STUDENT PAY SCALE

It is the intention of The College of Business (COB) to align its student pay scale with OSU’s current student pay guidelines for regular student employment and establish a starting pay rate at the State of Oregon’s minimum hourly wage rate.

The COB has two classifications of student workers: Regular Student Worker and Skilled Student Worker. Each position has an appropriate starting pay rate. When a Unit Manager hires a student, the job title assigned should correspond with the specific pay level (Regular or Skilled).

Continuing students may be eligible for annual merit increases. Students who are performing above expectations will be eligible for a .25 hourly rate increase, maxing out at 1.00 above the State hourly minimum wage rate.

In order for a position to be classified as “Skilled” the duties must require specialized prerequisite skills, knowledge and training.

Externally funded position are excluded from this policy. Faculty who have external gifts, grants and contracts may pay student workers at a higher rate if they prefer, provided it does not violate any state laws or HR procedures.

COB Undergraduate Student Pay Scale:

Years of Service	Regular Student Hourly Rate	Skilled Student Hourly Rate
1	State Minimum wage	State Minimum Wage +.25
2	State Minimum Wage +.25	State Minimum Wage +.50
3	State Minimum Wage +.50	State Minimum Wage +.75
4	State Minimum Wage +.75	State Minimum Wage + 1.00

Example:

New “Regular” student position will start at minimum wage while a new “Skilled” student position will start at minimum wage + .25 for the skilled differential. If the student returns the following year and their prior year job performance was above expectations, that student will be eligible for a .25 per hour rate increase.

“Regular” student job duties can transition into “Skilled” job duties based on the experience of the student and on the job training. IT student workers might start out as in a regular student worker position with at minimum wage but if after one term, they have successfully passed all of the IT training, they may qualify to be a Skilled Student Worker and this would allow them to earn the additional .25 differential.

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