



Student Employment Policy 10.10

Office of Human Resources

Applies to: Student employees, including graduate associates

Resources

Forms (hr.osu.edu/forms):

- Employment Eligibility Verification (Form I-9), hr.osu.edu/forms/emp/i-9.pdf
- OPERS Request for Optional Exemption as a Student, hr.osu.edu/forms/ben/exemptstudent.pdf
- Statement Concerning Your Employment in a Job Not Covered by Social Security, hr.osu.edu/Forms/Ben/retireessform.pdf
- STRS Exemption from Contributions for Student Employees, strsoh.org/Employer/pdfs/50-110.pdf
- Student Retirement Election Form, hr.osu.edu/forms/ben/studentrelect.pdf

More information:

- Human Resources Policies, hr.osu.edu/policy
- Frequently Asked Questions: Student Employment, hr.osu.edu/policy/resources/1010faq.pdf
- Graduate Associate Appointment Document, gradsch.osu.edu/Depo/PDF/GA2.pdf
- Graduate School Handbook, gradsch.osu.edu/graduate-school-handbook1
- Student Employee Appointment and Salary Guidelines, hr.osu.edu/comp/studentemployee
- Salary Grade Tables, hr.osu.edu/comp/saltable
- Ohio Bureau of Workers' Compensation, ohiobwc.com
- Ohio Public Employees Retirement System (OPERS), opers.org
- Ohio Revised Code, Employment of Minors, codes.ohio.gov/orc/4109
- State Teachers Retirement System of Ohio (STRS), www.strsoh.org

Contacts

Subject	Office	Telephone	E-mail/URL
Policy guidance	Talent Acquisition, Office of Human Resources	614-292-1050	hr.osu.edu/talent
Compensation	Compensation, Office of Human Resources	614-292-1050	hr.osu.edu/comp
Benefits	Benefits Services, Office of Human Resources	614-292-1050	benefits@hr.osu.edu hr.osu.edu/benefits
GA employment	Graduate School	614-292-6031	gradsch.ohio-state.edu
International student employment	Office of International Affairs	614-292-6101	oia@osu.edu oie.ohio-state.edu
Payroll taxes	Payroll Tax Office, Payroll Services, Office of the Controller	614-292-2311	taxoffice@osu.edu
Work-study, student employment opportunities	Federal Work-Study/Student Employment Office, Office of Student Financial Aid	614-292-0300 800-678-6440	ssc@osu.edu sfa.osu.edu/jobs