



*Classification Specification for Students*  
Developed for Equal Opportunity

**OSU TITLE CODE (FLSA STATUS): 7969 (EXEMPT)**  
**CLASSIFICATION TITLE (PAY RANGE): STUDENT ASSOCIATE (00)**

**Function Statement:**

Positions in this classification are intended for students enrolled in a degree granting program, and most often are used in one of the following roles described below.

The appointment of graduate students to this position should be used sparingly and must not be used in place of a graduate associate appointment.

The Student Associate position does not include the payment of tuition and fees (including a graduate fee authorization) or the student health insurance premium benefit.

**Characteristic Duties:** *(These duties are illustrative only.) Incumbents may perform some or all of these duties or other job-related duties as required.*

- 1) A bridge for graduate student appointments during the summer (or off term) months. The graduate student is typically continuing duties from the appointment during the previous academic year and is expected to return to the same appointment the following academic year. Or, a summer quarter pre-appointment for graduate students who are beginning a regular graduate associateship in the fall. (enrollment is optional)
- 2) Students in post-bachelor professional programs (Law, Vet Med, Optometry, etc.) who are conducting advanced student work, and do not have the option to be a Graduate Associate.
- 3) Students who are conducting advanced level work in pre-approved college programs in consulting or other specialized duties; the students would need to be using their high level of advanced knowledge for this work.

**Supervision Exercised:**

May supervise student employees.

**Qualifications (including license, if any):**

Minimum of 3 years undergraduate coursework completed; bachelor's degree may be required for some positions.

*This description is intended to indicate the kinds of tasks and levels of work that will be required of positions assigned to this classification and shall not be held to exclude other related duties which are not mentioned.*