

West Virginia University Student Employment Policies

Student Employees and Work Study Employees: Fall and Spring

The University has determined that students working in a campus student employment position (i.e. student worker, student residence hall assistant, student assistant or work study) shall be limited to no more than an average of 20 hours worked per week, during the fall and spring semesters.

Student Employees and Work Study Employees: Summer

If a student is enrolled half time or less (6 hours or less for undergraduates and 3 hours or less for graduates) during the summer term, the student is permitted to work full time (not to exceed 40 hours per week). If a student is enrolled less than half time, business officers and hiring supervisors must provide the attached "[Student Worker Tax Withholding Guidelines](#)" as this can have tax implications to the student.

If a student is enrolled more than half-time in the summer session, they shall be limited to no more than an average of 20 hours per week for student employment positions.

Graduate Assistants

In addition, please note that previously established work standards for students in graduate assistantships can be found at the following Web site <http://graduateeducation.wvu.edu/funding-and-cost/graduate-assistantships/policies>. Generally speaking, graduate assistants should be assigned no more than an average of 20 hours of work per week and may be employed in another on-campus position, in addition to the assistantship, for no more than 100 hours per regular semester.

International Students

Please note that specific restrictions apply to our international students on F-1 and J-1 visas. They must be continuing students in good standing with the University, and federal regulations specifically limit employment to 20 hours per week on-campus while school is in session, 40 hours per week on-campus otherwise, regardless of the position type. For questions regarding the employment of international students, contact the Office of International Students and Scholars at 304.293.3519 or OISS@mail.wvu.edu.

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