



Student Employee Acknowledgement

Clemson University and Clemson Libraries' Employment Policy

- Effective January 1, 2014, Clemson University will not allow any student employees to work more than 28 hours per workweek at any time or for any reason.
 - International students may not work more than 20 hours per week while school is in session. (While school is not in session, they may work no more than 28 hours).
- There will be no exceptions and no allowance for any flexible work times outside the normal seven-day, Sunday through Saturday workweek.

I, _____, have read and understand Clemson University's policy stating that all student employees work no more than 28 hours per week (no more than 20 hours if I am an international student). I acknowledge that failure to comply with this policy at any time will jeopardize my ability to continue as a student employee.

I, _____, have read and understand Clemson Libraries' policy stating that I cannot be employed in any other university-funded job while I am a Library employee *unless a special exception is granted by the Dean of Libraries*. I acknowledge that failure to comply with this policy will jeopardize my ability to continue as a student employee at the Clemson Libraries.

Printed Name

Signature

Date