**FY 2011-12**

**College of Engineering**

**Student Salary Scale Guidelines**

Per UC Personnel Policies for Staff Members, Policy 30.J (Salary Increases for the Student Assistant Series), <http://rspaceportal.ucr.edu/rspaceportal/portal_api.main?i_session_id=011639E6CB88235EAC47697594D05F77&ticket=ST-2608546-IuHjuTEMrDqEUlcuHor3-auth-3>

a merit increase (of up to $.75/hour maximum) may be given once during a fiscal year to a student employee after the completion of two consecutive quarters in the department in which performance has been:

Satisfactory up to $ .20/hour

More than satisfactory up to $ .35/hour

Superior up to $ .75/hour

A brief written performance evaluation1 must be completed by the supervisor, sent to the Department Administrator (FAO), and a copy placed into the employee’s personnel file.

**Note:**

If a student leaves a department after receiving a merit increase and is subsequently hired by another department, the new department is under no obligation to hire the student at the higher rate.

Student Pay Scale2

#  School Level Pay Rate

|  |  |
| --- | --- |
| Senior  | $10.00 -- $11.75 |
| Junior  | $9.50 -- $11.25 |
| Sophomore | $9.00 -- $10.75 |
| Freshman  | $8.50 -- $10.25 |

Student Assistant Salary Grade Ranges

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Salary Grade** |    | **Minimum** | **Midpoint** | **Maximum** |
|   |
| **ASSISTANT II, 4921** | **HR** | 8.50 | 18.50 | 28.50 |
|   |
| **ASSISTANT I, 4922** | **HR** | 8.00 | 10.50 | 13.00 |

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1 Performance Evaluation: a brief e-mail indicating the performance status of the student and the desired merit increase.

2 Keep in mind that these are suggested rates and exceptions can be made for special circumstances.