

SUMMARY OF TYPES OF APPOINTMENTS

	Classified Restricted Appointment	Classified Job Appointment	Classified Regular Appointment	Student/Student-Transient Appointment	Graduate Assistantship	Research Associate, Postdoctoral Researcher	Transient Appointment
Purpose	Very short-term paraprofessional, clerical, lab and field support positions	Temp. appts. (<3 yrs)-paraprofessional, clerical, lab and field support positions	Regular appts. for paraprofessional, clerical, lab, field and trades support positions	All types of work	Upper level work for a student studying a discipline related to the position	Professional level research work	Seasonal farm labor (<i>T993</i>); trades, janitorial, maintenance (<i>T991</i>); special events or research project workers (<i>T994</i>)
Length of Appointment	Up to 6 months per calendar year for the state. May NOT be renewed. Monitor CLOSELY.	Up to three years. NO renewal possible. Monitor CLOSELY. Need must be temporary.	Only ended by probationary dismissal, resignation/retirement, disciplinary removal or layoff	Duration of eligible student status	Duration of eligible student status	180 day maximum appt. if not advertised; otherwise duration of funds not to exceed annual appts.	Maximum appt. of 180 days, except for research project where maximum is 1 year.
Position Establishment	Internal approval only	SF-3 job description prepared. Official Civil Service allocation determined.		Internal approval only			
Qualifications	Civil Service has established qualification requirements for each job title			Must be full-time student; may not be on academic probation		Minimum of a baccalaureate degree. PhD for postdocs	No special requirements
Eligibility	Aliens (non-U.S. citizens or non-permanent residents) must have authorization to work in U.S., refer to I-9; all employees must be at least age 15.						
Recruiting/Advertisement	None required	Register required for all appts. except noncompetitive job titles ¹ ; must advertise for regular appts. and >180 day job appts.		None required	None required	Advertising required for appts. >180 days	None required
Rate of Pay	Entrance rate of pay level; higher if justified	Entrance rate for pay level for job title. May have option to pay above entrance rate for applicants with superior credentials in difficult to fill positions.		Normally minimum wage (\$5.15/hr). Refer to Student Wage Guidelines.	\$6000-\$16000 for 50% effort. Refer to Grad. Asst. Guidelines.	Refer to Research Associate Compensation Guidelines.	Normally \$5.15-\$6.50, pay for trades according to going rate.
Leave Accrual	No	Yes, but can't pick up prior leave balance	Yes	No	No	Yes if >180 day and >50% appt. or regular, advertised posn.	No
Holiday Pay	No	Yes if \$50%	Yes if \$50%	No	No	Yes	No
Retirement² (refer to retirement flow chart)	Normally Social Security		Normally LASERS	None for LSU System students; otherwise Social Security	None for LSU System students; otherwise Social Security	Deferred Comp/ORP/- Social Security for 2 yr or 50% appt.; otherwise TRSL/ORP	Normally Social Security
Insurance	All insurances require appt. of 120 days and 75% effort.			None		Same as for classified	
Payroll	Paid hourly on a bi-weekly cycle			Hourly, bi-weekly	Salaried; monthly	Salaried; monthly	Same as classified

¹Noncompetitive jobs include: Research Farm Asst. 1 and 2, Research Farm Spec. 1 and 2, Mobile Eq. Op. 1, Mobile Eq. Op. Light, Lab Aide 1 and 2, and Nutrition Educator 1.

²Retirement options shown are those normally encountered. Persons with extensive prior service or who hold special visas may have different options.