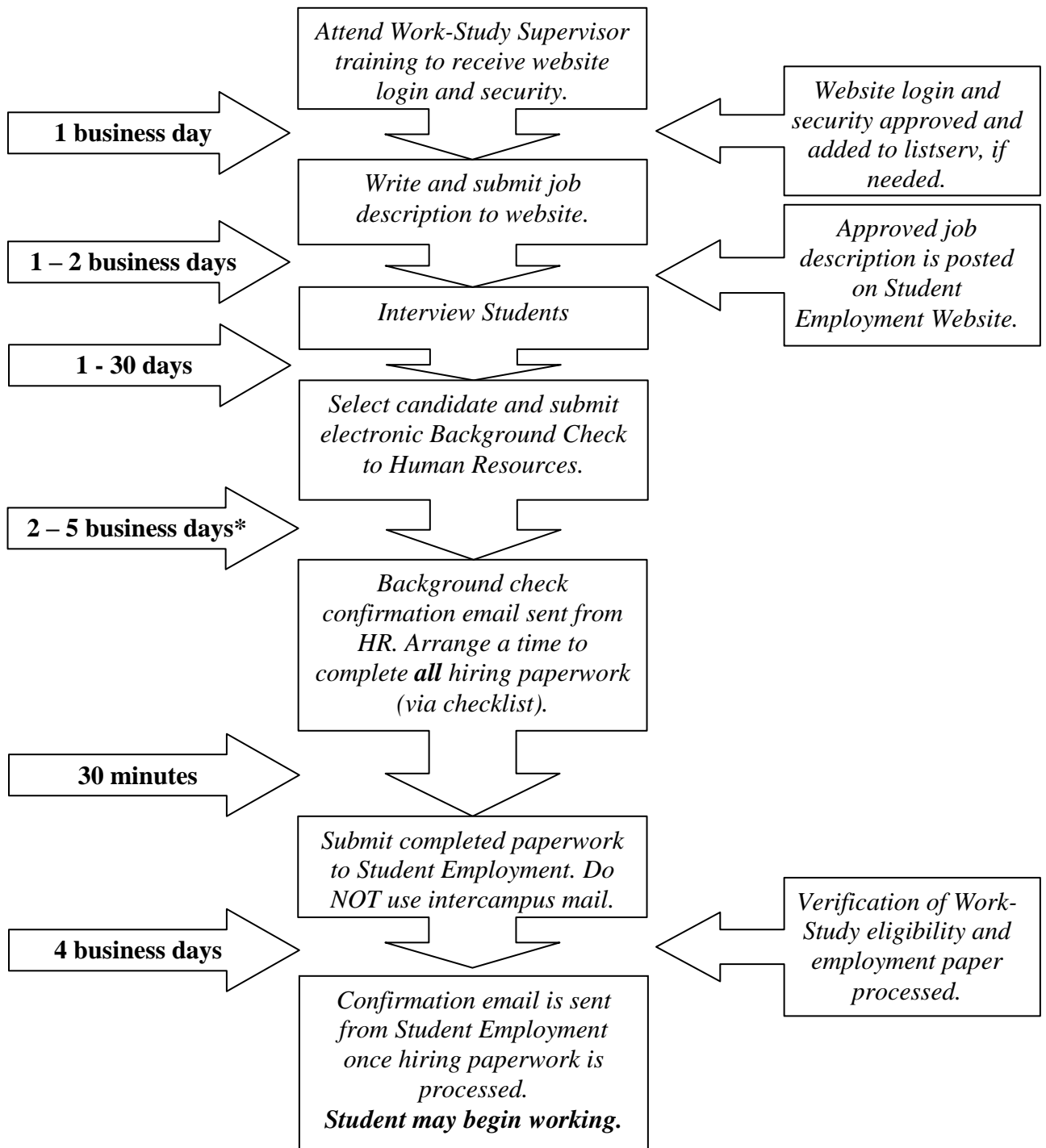


Work-Study Hiring Flow Chart



*International background check functions unfortunately cannot be automated; therefore, HR will need to see immigration paperwork from the candidate if they have lived out of the Country. For Study Abroad and Peace Corps HR does not need to see documentation.

*Work-study students whose work-study status has not changed from the previous academic year, will not be required to have a new background check if rehired within 120 days. You may contact the Human Resources Coordinator at x14140 if you have questions regarding rehire status of employees.