

**University Corporation at Monterey Bay Employment Categories**

<b>Details</b>	<b>Full Time Regular (FTR)</b>	<b>Part-Time Regular (PTR)</b>	<b>Temporary (TEMP)</b>	<b>Student (SAS/SAE)</b>	<b>Faculty/ Staff Additional Employment (FAE &amp; OAE)</b>
Definition	Works regular schedule @40 hours per week	Works regular schedule @30-40 hours per week	Works a specific assignment/schedule for a limited duration @ 29 hours per week	Must be enrolled in at least 6 units at CSUMB (undergraduate or graduate); SAE = FICA Exempt & SAS = Subject to FICA	State employee performing grant work on Corporation. Must follow CSU's 125% guidelines
Medical Eligibility	Benefit Eligible (first of the month following hire date)	Benefit Eligible (first of the month following hire date)	Benefit Eligible. 1000 hours - retirement; 1560 - medical	Not Benefit Eligible	Not Benefit Eligible
Leave Eligibility	Vacation, Sick, Personal Holiday Eligible	Vacation, Sick, Personal Holiday Eligible	Sick Leave Eligible	Sick Leave Eligible	Not Eligible for Leave
RTR Required	Yes	Yes	Recommended	No	No
Job Description Required	Yes	Yes	Recommended	Recommended	No (usually in Grant Scope of Work)
Application Required	Yes	Yes	Recommended	Recommended	No
Compliance Training Required	Yes	Yes	Yes	Yes	Yes (Often Complied in the CSU role)
ESF Required	Yes	Yes	Yes	Yes	Yes
I-9 Required	Yes- if new hire	Yes- if new hire	Yes- if new hire	Yes- if new hire	Yes- if new hire
Onboarding Required	Yes- if new hire	Yes- if new hire	Yes- if new hire	Yes- if new hire	Yes- if new hire
Rev. March 2022 MB					