

**STATEMENT OF UNDERSTANDING
STUDENT TEMPORARY EMPLOYMENT PROGRAM**

Students hired under this program receive a temporary appointment limited to 1 year or less. You will receive a Notice of Personnel Action, Standard Form 50, showing the not-to-exceed date of your appointment.

This program requires that you carry at least a half-time course load at an accredited institution. You agree to provide academic records upon request and to notify the agency of any change in your student status.

This appointment may be extended at management discretion provided you continue to meet the eligibility requirements.

A temporary appointment does not confer eligibility for benefits such as retirement, health or life insurance. However, after 1 year of service, you may enroll in the Federal Employees' Health Benefits Program at full cost (no government contribution).

If you are appointed for 90 calendar days or more to a position with a regularly scheduled tour of duty (e.g., part-time or full-time), you will earn sick and annual leave. If you are appointed for less than 90 calendar days to a position with a regularly scheduled tour of duty (e.g. part-time or full-time) you will earn sick leave only; however, if your Federal employment is extended beyond 90 calendar days without a break in service, you will also earn annual leave retroactive to your original appointment date.

A temporary appointment does not confer civil service status and does not provide eligibility for permanent employment, transfer, or reinstatement.

Temporary appointments may be terminated at any time without regard to adverse action or reduction-in-force procedure.

Student's signature _____ Date _____