

## Summary of UT Austin\* Limits on Work Hours for Employees in Student Titles

- **Students in Work-Study Positions:**
  - No more than 19 hours per week in Work-Study position
  - Work hours plus course credit hours may not exceed 40 per week
  - No more than 8 hours in any 24-hour period or 40 hours in one week
  - Up to 40 hours per week permitted when classes are not in session
- **International Students**
  - No more than 20 hours per week of UT Austin employment during long semesters
  - Up to 40 hours per week permitted during:
    - Spring Break (5 weekdays, plus the Saturday and Sunday before and after)
    - Summer (day after May graduation through day before August classes start)
    - Winter break (day after December graduation through day before January classes start)
- **Graduate Students**
  - No more than 20 hours per week of UT Austin employment in a student job title during the student's first two long semesters (fall/spring) as a full-time graduate student
  - No more than 30 hours per week of UT Austin employment in a student job title during subsequent semesters, including summer
  - Exception: Up to 40 hours per week during:
    - Spring Break (5 weekdays, plus the Saturday and Sunday before and after)
    - Summer (day after May graduation through day before August classes start, but no more than an average of 30 hours per week between 6/1 and 8/31)
    - Winter break (day after December graduation through day before January classes start)
- **Students in Undergraduate Academic Titles (0066, 0070, 0095)**
  - No more than 20 hours per week of UT Austin employment during long semesters (fall/spring)
  - Up to 40 hours per week during:
    - Spring Break (5 weekdays, plus the Saturday and Sunday before and after)
    - Summer (day after May graduation through day before August classes start); for students enrolled in summer classes, Quantity of Work Guidelines recommended: Work hours + course credit hours = no more than 40 hours per week
    - Winter break (day after December graduation through day before January classes start)
- **Students in Non-Academic Titles**
  - Up to 40 hours per week, subject to limits for Work-Study, international, and graduate students
  - Quantity of Work Guidelines recommended: Work hours + course credit hours = no more than 40 hours per week

\* Departments may impose stricter limits for the students they employ in student titles.

### **NOTE: Under the Affordable Care Act, health insurance benefits must be offered to:**

- any employee who is reasonably expected to work (i.e., is assigned) at least 30 hours per week or 130 hours per month for a period of 90 days or more, and
- any employee who works an average of at least 30 hours per week or 130 hours per month during a 12-month measurement period

Employees who are eligible under the ACA are automatically enrolled in basic coverage, including UT Select. For the 12-month measurement period, ACA eligibility is based on actual hours worked. Assignments must accurately reflect work hours. Hours in a Work-Study position do not count toward ACA eligibility.