

WORK HOUR RESTRICTIONS:

Students are limited to working 20 hours per week if they are registered full-time. If a student is not registered full time, the maximum number of hours they may work is based on the total credits registered for the semester.

Any student wanting to work more than the maximum hours permitted, can submit the completed Hours Extension Petition Form to the Student Employment Office. If approved, this form will allow the student to work up to 31 hours per week. You may find the form at the following link:

<http://www.sfa.ufl.edu/isis/HoursExtension.pdf>.

TRADITIONAL UNDERGRADUATE		
TERM	TOTAL CREDITS REGISTERED BY TERM	MAXIMUM HOURS ELIGIBLE TO WORK WITHOUT HOURS EXTENSION FORM
FALL & SPRING	12+	20
	9-11	25
	6-8	31
	Below 6	Must be OPSN
SUMMER	12+	20
	9-11	25
	6-8	31
	Below 6	31 (if student was enrolled in the spring and will be enrolled in the upcoming fall term. *NOTE: Please leave under the appropriate STUDENT salary plan. Do NOT switch to OPSN.) Must be OPSN if the student was not a UF student in the spring and/or is not returning as a student in the upcoming fall term.
INNOVATION ACADEMY UNDERGRADUATE		
TERM	TOTAL CREDITS REGISTERED BY TERM	MAXIMUM HOURS ELIGIBLE TO WORK WITHOUT HOURS EXTENSION FORM
SPRING & SUMMER	12+	20
	9-11	25
	6-8	31
	Below 6	Must be OPSN
FALL	12+	20
	9-11	25
	6-8	31
	Below 6	31 (if student was enrolled in the summer and will be enrolled in the upcoming spring term. *NOTE: Please leave under the appropriate STUDENT salary plan. Do NOT switch to OPSN.) Must be OPSN if the student was not a UF student in the summer and/or is not returning as a student in the upcoming spring term.
GRADUATE		
TERM	TOTAL CREDITS REGISTERED BY TERM	MAXIMUM HOURS ELIGIBLE TO WORK WITHOUT HOURS EXTENSION FORM
FALL & SPRING	9+	20
	7-8	25
	5-6	31
	Below 5	Must be OPSN
SUMMER	7-8	20
	6-7	25
	4-5	31
	Below 4	31 (if student was enrolled in the spring and will be enrolled in the upcoming fall term. *NOTE: Please leave under the appropriate STUDENT salary plan. Do NOT switch to OPSN.) Must be OPSN if the student was not a UF student in the spring and/or is not returning as a student in the upcoming fall term.
NOTE:	<p>A.) F-1 and J-1 students are limited to 20 hours during the Fall and Spring terms and are not eligible to submit an Hours Extension Petition form. During the Summer term, they are allowed to work 40 hours per week.</p> <p>B.) Students wanting to work more than the maximum hours permitted, will have to complete and submit an approved Hours Extension Form. Note: 31 hours is the maximum hours allowed to work per week.</p>	