



**UNIVERSITY OF MARYLAND
EASTERN SHORE**

Office of Human Resources Management
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MEMORANDUM

To: All Departments

From: Department of Human Resources Management

Re: STUDENT SUMMER EMPLOYMENT

As a reminder we are republishing the UMES policy on summer student employment contracts. The policy was developed because of our continuing effort to provide financial assistance to UMES graduate, undergraduate and future UMES students. The policy is stated below with the categories of students ranked in the order of priority.

The following statement is to accompany, and is to be considered part of, all summer employment contracts:

*The student employee covered by this contract for summer employment falls into one of the following categories, in this order of priority. **Please circle the correct category.***

- 1. He/She is a returning UMES undergraduate student;*
- 2. He/she is a returning UMES graduate student;*
- 3. He/she has been admitted to the entering Freshman or First Year Graduate School Class for the following Fall Semester;*

Printed Name

Supervisor Printed Name

Student Signature & Date

Supervisor's Signature & Date