

OBERLIN

COLLEGE & CONSERVATORY

TO: Campus Hiring Managers

FROM: Department of Human Resources
Office of Student Employment

DATE: July 27, 2020

SUBJECT: Remote Work: Student Employees

Oberlin College, like all employers, must adhere to Internal Revenue Service (IRS) regulations, along with a variety of provisions for employers from the United States Department of Labor (DOL). Due to the compliance complexities of remote work that exists outside of Ohio, the College has determined that it will maintain work for students only within Ohio.

Effective August 1, 2020, student employees will no longer be allowed to perform work for the College outside of the state of Ohio or outside of the United States.

Students will continue to be offered positions, while on-campus and will record their time within the college's online timekeeping system, TimeClock Plus (TCP). Any students selected as a student employee will understand and agree that the work they will be asked to perform will be done locally.

Please direct any questions you may have regarding these work requirements to the Office of Student Employment at [studemp@oberlin.edu] or the Department of Human Resources at [human.resources@oberlin.edu].