

UCHICAGO STUDENT EMPLOYMENT

Get Experience. Get Paid. Get Involved.

What is Student Employment?

Student Employment at UChicago provides students with part-time, term-time jobs. These opportunities are a great way for students to earn income, build experience, and meet friends and mentors across campus.

What types of jobs are available?

Student Employment offers a wide variety of jobs, including research assistantships, administrative roles, IT support, laboratory research, library jobs, event planning, tutoring, communications, and more.

When do campus departments start posting jobs?

Employers post jobs year-round. The peak hiring period is a few weeks before the start of each quarter, especially Autumn Quarter, so it pays to start your search early.

How can I find a job?

UChicago Handshake is your one-stop shop for on-campus jobs, internships, and more.

Incoming students, you will receive an invitation in mid-July to join Handshake and set up your account. Once you have your account, [visit this page](#) to learn more about finding jobs on Handshake. **Returning students**, you can [log in to UChicago Handshake](#) 24/7.

Interested in research? [Explore the College Center for Research and Fellowships research opportunities database!](#)

Are there any ways I can learn more about the application process, meet campus employers, and stand out?

One key step to getting hired is to attend a Student Employment information session. At these events, you will learn about how to find opportunities, which departments on campus are hiring, and how you can put together a strong application.

Register for these events on Handshake after you've set up your account:

- August 20, 1:00 - 2:00 PM: Search Strategies and Recruiting Prep Essentials
- October 7, 4:30 - 5:30 PM: Resumes for Policy Careers & Student Employment
- October 8, 12:30 - 1:30 PM: Campus Research and Employment
- October 24, 12:00 - 1:00 PM: JAMfest, Arts and Humanities Opportunities On-Campus

How much will I get paid?

The pay for each position will be posted in the job description. Most on-campus jobs pay between \$16.60 (the current Chicago minimum wage) and \$18.00 per hour.

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How many hours can I work?

You can work up to 20 hours per week during the academic year.

Where can I find information about Federal Work-Study?

If your financial aid package includes Federal Work-Study, you're eligible for additional job opportunities. Learn more about how to use your benefits on the [UChicago Financial Aid website](#).

I am an international student. How can I get work authorization for term-time jobs?

Most term-time jobs are open to international students.

For on-campus jobs, F-1 students already have approval to work in most cases. J-1 students simply need to submit the [J-1 On-Campus Employment Report Form](#) before they begin working.

For off-campus jobs, you can use your [Curricular Practical Training](#) (F-1) or [Academic Training](#) (J-1) benefit through the University's Jeff Metcalf Internship Program. Contact your career adviser to explore Metcalf opportunities.

[Visit this page](#) to learn more about term-time employment authorization for international students.

How can I get started?

One great way to get started is to attend a "Student Employment 101" session. These sessions focus on how to begin your on-campus job search and how Federal Work-Study students can use their benefits.

Register for the session that works best for you on Handshake after you've set up your account:

- August 27, Noon - 1:00 PM *Virtual*
- September 10, Noon - 1:00 PM *Virtual*
- September 30, Noon - 1:00 PM *Virtual*
- October 2, Noon - 1:00 PM *Virtual*
- October 14, Noon - 1:00 PM *In-Person*

Student Employment

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<https://studentemployment.uchicago.edu/>

Career Advancement

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<https://careeradvancement.uchicago.edu/>