



## Employee Benefits

Work-study students and student hourly employees are not eligible for benefits, nor for time off (paid or unpaid) such as vacation, sick leave or paid holidays.

Possible exceptions may apply for the items listed below.

- Medical
- Family Medical Leave
- Mandatory Retirement Plans (SERP)
- Voluntary Retirement Plans
- Worker's Compensation

More information on this can be found on the [Benefits](#) page of HR's website.

## Jury Duty

Compensation of employed jurors during first three days of service per 13-71-126, C.R.S:

- All regularly employed trial or grand jurors shall be paid regular wages, but not to exceed \$50 per day unless by mutual agreement between the employee and employer, by their employers for the first three days of juror service or any part thereof. Regular employment shall include part-time, temporary, and casual employment if the employment hours may be determined by a schedule, custom, or practice established during the three-month period preceding the juror's term of service.
- Student employees are granted paid leave up to \$50 per day the first 3 days of jury duty, if they are regularly employed.
  - **Regularly Employed** - includes part-time, temporary, and casual employment if the employment hours may be determined by a schedule, custom, or practice established during the 3 month period preceding the juror's term of service. Time exceeding 3 days is not compensable by the employer.
- Student employees summoned as a juror must be paid for normally scheduled work hours while serving, but hours served on a jury which are outside of their normal work schedule are not compensable by the employer.
  - For example, an employee normally scheduled to work for 2 hours on the day they are summoned for 6 hours of jury duty will only be paid for 2 hours.
- Before jury duty leave can be approved, the student employee must provide a copy of the Juror Service Certificate to their employer to get paid for hours spent on jury duty.
- If an employee is summoned to jury duty while being paid with work-study funds, please contact [OFAPay@colostate.edu](mailto:OFAPay@colostate.edu).



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- The employee is expected to report to work, if excused from jury duty during normal work hours.
  - The department should maintain a record of all documents related to the jury leave usage in the employee's file.