

EMPLOYEES & ASSIGNMENT CATEGORIES

(Employment Status Codes)

All UAB employees are classified at the time of employment in order to determine benefits eligibility. Below is a brief overview of those status codes. The employees who are in one or more of these employee assignment categories may be **exempt** (monthly paid, not eligible for overtime) or **nonexempt** (hourly and must be paid overtime).

ASSIGNMENT CATEGORY	TYPE	SYSTEM DESCRIPTION
01	Full-Time Regular Employees	This type of employee typically work 32 to 40 hours and has an indefinite appointment.
02	Full-Time Temp Employees	Temporary employees typically work 40 hours per week. They have an expected termination date of less than one year from their hire date.
03	Part-Time Regular Employees	These employees work less than 40 hours per week, but at least 40 hours in a two-week period. They receive prorated number of holidays per year.
04	Irregular Employees	In this category, employees may work full or part-time and may work an irregular schedule. UAB Temporary Service employees are appointed as 04 Irregular employees.
12	Three Twelve-hour-shift (3/12 Hour) Employees	This category is for UAB Hospital employees who are required to regularly work 3/12 hour shifts a week and have an indefinite appointment.
17	Weekend Staff	Only UAB Hospital employees work 24-hours on weekends and at other requested coverage periods.
99	Requisition Employees	This category is limited to payments to individuals to whom UAB expects to make only one employee payment.
06	Students	These students hold positions at UAB and are usually paid by the institution, a grant, or a stipend.
07	Interns and/or Residents	These are individuals usually in the medical areas, but can also be administrative residents, house staff or other internship programs.

ASSIGNMENT CATEGORY	TYPE	SYSTEM DESCRIPTION
20 & 21	Post-doctoral Scholar Trainees	These individuals receive a monthly fellowship paid from the Scholarships/Fellowships object code. They are not UAB employees. If designated as an assignment category 20, they may be designate by their departments, paid by UAB and compensated by funds from grants or other non-training sources, but will not receive additional funds from a monthly fellowship.
11	Work Study Students	These students receive a percentage of their salary in work study benefits established by the U.S. Department of Education.
46	Trainees	Trainees are student or other individuation appointed for a specific period of time to participate in University approved programs. There is no employer-employee relationship with UAB. The following job titles are approved for this category: Athletic Scholar; Division Occasional Award; Graduate Student Trainee, Non-UAB Student/Trainee. Trainees are not eligible for any UAB benefits or privileges of employment.
59	Affiliate Employee	These are individuals that are employees of other UAB entities or companies that have a contractual relationship with UAB that require access to UAB systems to perform daily business functions. The following job titles are approved for this category: Oracle Access Only and UA System Employee. This is a non-paid assignment. Affiliate employees are not eligible for any UAB benefits or privileges of employment.

For more information, review Section 2 — UAB Employment Categories in the ["You and UAB Handbook."](#)