

BU Employee Types

Regular Employees are individuals hired into a permanent role approved by the Provost and paid through Boston University payroll.

Temporary Employees are individuals hired directly by you in the department and paid through Boston University payroll. A Temporary Employee cannot be employed at the University for more than nine months. The department determines the Temporary Employee's pay rate and duration of employment. For consistency, please refrain from calling these employees casual or contract employees.

Temporary Agency Personnel are individuals hired through an outside employment agency and are considered employees of that agency. [Terrier Temps](#), BU's Contingent Workforce Management (CWM) program, provides a single source for finding, screening, selecting, and paying for these employees. Temporary Agency Personnel are not paid through the Boston University payroll system; they are paid through their employment agency.

Independent Contractors are individuals, sole proprietors (including single-member LLCs), partnerships, corporations, etc., that render services to the general public. Independent Contractors are responsible for the means and methods of completing a task based on the specifications of a University contract. Contractors generally have multiple clients, maintain a separate workplace, and are not supervised or controlled by University employees. For more information on engaging Independent Contractors, please visit the [Sourcing & Procurement website](#).

Student Employment applies to all students at Boston University regardless of program, wage funding source, citizenship status or method of payment. This does not apply to employment outside of Boston University. Students should not work more than 20 hours per week while attending classes. During official University break periods, such as intersession, spring break and summer, these students should not work more than 40 hours per week. International students must also adhere to all limitations and requirements relating to on-campus student employment required by their particular immigration status and obtain ISSO work authorization if required.