

<b>Personal Organization Instance (PER ORG) 2 Types</b>	<b>Employee Class (5 Paid Types)</b>	<b>Regular or Temporary</b>	<b>Pay Group</b>	<b>General Appt Type</b>	<b>Example Job/Titles</b>	<b>FLSA/Prorate</b>
<b>EMP – Employee – Person who is Paid</b>  Employee Records (Empl Rcds) 0, 1, 2, 3 etc.)	A-Unclassified Academic Staff	R or T	CUN	Fiscal Year Continual	e.g. Curators, Scientist, Specialists etc.	Non-Exempt - Hourly Comp Time Eligible
		R or T	CUX	Fiscal Year Continual		Exempt - Salaried 10 day prorate
		R	LCT	Academic Year Continual		Exempt - Salaried 14 day prorate
		R or T	LFC	Academic Year (Rehire/Term)		Exempt - Salaried 14 day prorate
	B-University Support Staff (USS)	R (T going away)	CUN	Fiscal Year Continual	Mostly Union Covered (Skilled Trades, Police Officers) attrition for the rest.	Non-Exempt - Hourly Comp Time Eligible
		R	CUX	Fiscal Year Continual		Exempt - Salaried 10 day prorate
	F- Faculty	R	LCT	Academic Year Continual	e.g. Professor, Librarian, Lecturer	Exempt - Salaried 14 day prorate
		R or T	LFC	Academic Year (Rehire/Term)		Exempt - Salaried 14 day prorate
		R or T	CUX	Fiscal Year Continual		Exempt - Salaried 10 day prorate
		R or T	CUN	Fiscal Year Continual		Non-Exempt - Hourly Comp Time Eligible
	U-Unclassified Professional Staff (UPS)	R or T	CUN	Fiscal Year Continual	Support, Research & Administrative Roles	Non-Exempt - Hourly Comp Time Eligible
		R or T	CUX	Fiscal Year Continual		Exempt - Salaried 10 day prorate
		R	LTX	Less than 12 month Continual		Exempt - Salaried 10 day prorate
	S- Student	T	STN	Fiscal Year	Student paid hourly	Non-Exempt - Hourly
			STX	Academic Year, Semester / Session	Student paid salaried (Common GTA & Residential)	Exempt - Salaried 14 day prorate
			SRX	Fiscal Year	Student paid salaried (Common GRA & Assistant)	Exempt - Salaried 10 day prorate

Human Resource Management general guidelines for employee structure in HR/Pay. Some combinations such as non-exempt faculty may be very few a year. HRM 2/14/20 page 1 of 2

<b>POI – Person of Interest – Person who is Not Paid for this Status</b>	<b>Employee Class (8 Unpaid)</b>	<b>Regular or Temporary</b>	<b>Pay Groups</b>	<b>General Information</b>
<ul style="list-style-type: none"> <li>POI Type 00011– Affiliates</li> </ul> Employee Records (Empl Rcds) 9XXX)	J- Courtesy Faculty/Research	R	AFL	Employees of KU Lawrence who perform additional, affiliate services to KU primarily in an instructional capacity without additional compensation for that service for up to three years.
	K-Visiting Scholars/Special Support	T	AFL	Visiting scholar who may, or may not be sponsored by International Programs OR specialized support defined by HRM. Both for up to three years.
	L-Adjunct Faculty/Research & KUMC	T	AFL	Individuals who serve KU as affiliates primarily in instructional or research capacities without compensation from KU, including ROTC faculty, research support. Research must be in collaboration with KU researchers. Both are for up to three years.
	M-Emeritus (Retiree with status)	R	AFL	Retired faculty or unclassified staff with emeritus/emerita status
	Q –Religious Advisors/House Directors	T	AFL	Advisement of campus religious organizations & house directors employed by Panhellenic organizations. Both up to 3 years
	X- Retiree	R	AFL	Retired faculty and staff of KU
	Y-Affiliated Corporation Retiree	T	AFL	Retired staff of KU Affiliated Corporations
	Z-Affiliated Corporation Employee	R	AFL	Regular employees of KU Alumni Association; Kansas Athletics, Inc.; KU Endowment Association; Kansas Memorial Unions; Hilltop Child Development Center; KU Hospital Authority; and Reserve Officers Training Corps (ROTC).
<ul style="list-style-type: none"> <li>POI Type 99997 – Student Job Accepted</li> </ul>	N/A No Job Data	N/A	N/A	Accepted pending student position.
<ul style="list-style-type: none"> <li>POI Type 99998 – HRMS Legacy Employee</li> </ul>	N/A No Job Data	N/A	N/A	(conversion one time not maintained pre-PeopleSoft) No services are interfaced.
<ul style="list-style-type: none"> <li>POI Type 99999 – Staff/Faculty Job Accepted</li> </ul>	N/A No Job Data	N/A	N/A	Accepted pending faculty or staff position.