

**From:** [Human Resources](#)  
**To:** [Human Resources](#)  
**Subject:** Information About Your Student Job  
**Date:** Friday, March 20, 2020 6:13:53 PM  
**Attachments:** [image003.png](#)

---



---

March 20, 2020

Dear Norman Student Employees,

We know this is an extremely difficult time and we want to be as helpful as possible as you navigate how the COVID-19 crisis affects you personally. These are unprecedented times, requiring OU to make hard decisions, some of which impact our student employees. Please know we sincerely appreciate your service and are here to provide as much support as is possible. The circumstances are evolving rapidly, and we will continue to keep you informed. Below you will find information relevant to your employment.

#### **Your Student Job**

Given the current crisis, your employment with OU is dependent upon the nature of your position. Student jobs fall into one of the following categories:

1. Jobs that require the employee to complete the work in-person and will continue on campus
2. Jobs that can be transitioned to telecommuting
3. Jobs that will no longer be available for this semester due to the reduced operational needs of the campus.

Please contact your supervisor to determine which category is applicable to your position.

#### **Compensation and Benefits**

If your job will no longer be available for the duration of the semester, or it cannot be completed by telecommuting, the University will provide you with transition pay for two weeks. Supervisors will contact all impacted employees. More information will be made available as soon as possible.

#### **Other Assistance**

There are a variety of additional resources available for the differing circumstances of our student employees:

- [Money Coaches](#)
- [Financial Aid Office](#)

- [Student Counseling Services](#)
- [Sooners Helping Sooners](#)

### **Other Job Opportunities**

Students may also consider other student positions that may be available at this time. Human Resources encourages all student employees to visit <http://jobs.ou.edu> to see if there are open positions for which they may be qualified. You may also find student jobs in the community through the [OU Job Location Program](#).

### **COVID-19 and the Student Health Plan**

COVID-19 screening and care are covered for members of the Student Health Plan. Members should contact BlueCross BlueShield with questions: 855-267-0214. A summary of benefits coverage is available [here](#). The Student Health Plan has COVID-19 resources on their homepage: <https://ou.myahpcare.com/>

### **In Closing**

Our thanks go to the entire OU student workforce for their flexibility, patience, and understanding during this extraordinary time. We are thankful for your contribution to OU's mission.

### **Questions?**

[Contact Human Resources](#)

-

*As provided by university policy, Human Resources has approved the distribution of this mass email. Approval of this email for distribution does not imply any position of the university.*