



University of Connecticut

List of Employee Classifications (Types of Appointments)

Employee Classification	Description	Comments
DU	Durational	<p>Durational is used for a variety of reasons:</p> <ul style="list-style-type: none"> • If appointment is to an authorized durational position. • If the employee is assigned to a position being held for another employee who is on workers' compensation or who is on unpaid leave of absence (consistent with Regulation 5-248-6). • If the applicable collective bargaining agreement definition of a durational employee is met. For example UCPEA End-Date employees. • Employee must have an Appointment End Date. • Employee Class allows for benefit enrollment if all other eligibility factors are met. • Do not use Durational for a Temporary Service in a Higher Class assignment – use WW code.
EE	Emergency 2 months or less	<ul style="list-style-type: none"> • Employee must have an Appointment End Date. • Aggregate time of emergency appointment cannot exceed two months within a fiscal year.
GI	UConn Graduate Professional Intern	<ul style="list-style-type: none"> • For use by employees in job code 4185GI • Graduate Professional Internships performing specific work at a host site. • Graduate Professional interns are not unionized.
GF	Graduate Fellows UCONN	<ul style="list-style-type: none"> • Contingent Workers at UConn, who receive health benefits equivalent to UConn Grad Assistants and UConn Grad Professional Interns. • Graduate Fellowships are awarded outside of the state payroll system(s) to graduate students to pursue an academic program.
IC	Probation Initial -Period Class	<ul style="list-style-type: none"> • Employee is serving in an initial working test period in the classified service. Employee must have a Probation Date which reflects the final day of the working test period.
II	Intermittent	<ul style="list-style-type: none"> • Intermittent employees shall not be considered permanent employees. • Employees must be part time. • Employee Class is entitled to health benefits, but not life insurance.
IU	Probation Initial Period Uncls	<ul style="list-style-type: none"> • Employee is serving in an initial working test period in the unclassified service. • Employee must have a Probation Date which reflects the final day of the working test period.
LS	Student Laborer	<ul style="list-style-type: none"> • Employee Class is not eligible for benefits.
PB	Probation Period Classified	<ul style="list-style-type: none"> • Employee is serving in an initial-to-class working test period in the classified service. (Promotion, demotion, etc.) • Employee must have a Probation Date which reflects the final day of the working test period.
PP	Permanent	<ul style="list-style-type: none"> • An employee in the classified service who has completed an initial working test period. • Or an employee holding a position in unclassified service who has served in such a position for a period of more than six months.
PT	UConn Pending Tenure	<ul style="list-style-type: none"> • UConn jobs on tenure track. Normally, the maximum time one may spend in the tenure track is seven years.

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PU	Probation Period Unclassified	<ul style="list-style-type: none"> Employee is serving in a working test period in the unclassified service. Employee must have a Probation Date which reflects the final day of the working test period.
PV	Prov Pending State Exam or License 6 months	<ul style="list-style-type: none"> Provisional pending a State examination or license Aggregate time of provisional appointment cannot exceed six months within a fiscal year. (See note below for appointment extensions.) Provisional appointments must be approved by DAS prior to the entry. Employee must have an Appointment End Date.
RR	Ret Still in State Service	<ul style="list-style-type: none"> Retired, working in a temporary, limited capacity.
SA	Special Appointment Higher Ed	<ul style="list-style-type: none"> UConn Special Payroll job Part time Higher Education less than .50 FTE, assumes 100% of premiums.
TD	Temp Day No End Date	<ul style="list-style-type: none"> Non-permanent employees who are ineligible for benefits and who work on an unscheduled, as needed basis. (Example: Per Diems or Sub Teachers) No Appointment End Date is needed.
TN	Tenured	<ul style="list-style-type: none"> For use by UNIVS SetID ONLY. Higher Education - Achieved Tenure.
TT	Temp 6 months or less	<ul style="list-style-type: none"> Used to process a temporary appointment made in accordance with 5-235 when such appointment is not connected with an extended provisional situation. Employee must have an Appointment End Date.
UR	UConn Grad Assist Research	<ul style="list-style-type: none"> For use for UConn Graduate Assistants in the GEU/UAW in Job Code 4185GA – Performing Research Employee Class allows for benefit enrollment if all other eligibility factors are met.
US	UConn Grad Assist Research & Teaching	<ul style="list-style-type: none"> For use for UConn Graduate Assistants in the GEU/UAW in Job Code 4185GA – Performing Research & Teaching Employee Class allows for benefit enrollment if all other eligibility factors are met.
UT	UConn Grad Assist Teach	<ul style="list-style-type: none"> For use for UConn Graduate Assistants in the GEU/UAW in Job Code 4185GA – Performing Teaching Employee Class allows for benefit enrollment if all other eligibility factors are met.
VT	UConn Tenure pending Visa	<ul style="list-style-type: none"> UConn jobs on tenure track, but with a Visa Status preventing tenure award. Normally, the maximum time one may spend in the tenure track is seven years.
WS	UConn Work Study Student	<ul style="list-style-type: none"> Student Laborers working and paid with Work Study Award / Financial Aide.
WW	Temp Serv in a Higher Class	<ul style="list-style-type: none"> Used for employee's serving Temporary Service in a Higher Class. TSHC appointments must be approved by DAS prior to the entry. Employee must have an Appointment End Date. Also used for UConn TSI (Unclassified Temporary Salary Increase) for additional temporary duties.