Temporary Employment:
What to consider when requesting a full-time position without benefits.

- It is possible to hire someone to work a 1.0 FTE and not offer benefits, as long as:
  - The position does not exceed 9 months.
  - The position does not exceed 1500 hours.

- To process in PeopleSoft correctly:
  - The position number needs to have a TEMPORARY status, not regular.

- CAPS will run a report periodically that will capture anyone in a temporary position that has worked more than 1500 hours or longer than 9 months. At that point, the department will be notified, and the employee will be sent an email offering benefits.