Age Criteria

Policy Statement
This policy follows the University System of Georgia (USG) Business Procedures Manual except where identified in the section labelled UGA Procedures below. All employees should adhere to the full Business Procedures Manual in addition to the UGA Procedures.

No person under the age of 18 may work in a hazardous occupation. The employment of all persons under the age of 18 but not less than 16 years in non-hazardous occupations shall be in compliance with the regulations of the U. S. Department of Labor and with applicable State law. High school students ages 14 and up are permitted to work as apprentices or interns only if they are part of a UGA-approved apprenticeship/internship program through the Human Resources Division. If a minor is under the age of 16 and participating in an approved program or activity the Policy for Programs and Activities Serving Minors must be followed.

Refer to USG's Policy: Age Criteria

Record Retention

Related information

Employment of Relatives- Policy on Nepotism
Employment Eligibility Verification I-9 Policy
Policy for Programs and Activities Serving Minors

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration
Responsible University Administrator: Associate Vice President for Human Resources
Policy Owner: University Human Resources, Workforce Engagement
Policy Contact: Senior Director, Workforce Engagement
Contact Information: HRWeb@uga.edu or (706) 542-2222

Policy Dates
Effective Date: 7/19/2023
Date Last Updated: 4/14/2023