

Student Resignation

The purpose of Student Publications is for students to have a hands-on learning experience that is reflective of careers within the media industry. Because of the nature of this purpose, it is important for students employed on the staff to understand the codes and normative behaviors that govern professional business practices. Any student wishing to resign his or her position with Student Publications must do so via a letter of resignation written to the adviser and editorial board. The resigning student must then claim any outstanding hours for work owed during the next pay period. Any hours not claimed on the timesheet following the resignation letter submission will be forfeited and work done during that time considered volunteer work for the organization. Letters of resignation will be kept in a student file in the adviser's office. Students who leave the staff professionally may be considered for future employment. Students who do not resign appropriately or who are terminated will not be considered for reemployment.