

SEOTY Highlights

Congratulations to all our 2025 Student Employee of the Year (SEOTY) Award winners! Your hard work, dedication, and outstanding contributions have made a lasting impact on your teams and the UNT community. We are proud to celebrate your achievements and the incredible value you bring to student employment!

For more SEOTY highlights, see page 3 & 4.



DIRECT DEPOSIT UPDATE

Previously, student employees entered their banking information during pre-boarding. Due to recent updates, this step has been removed. Now, after the new hire ePAR is processed, student employees will see a reminder on their Employee Self-Service (ESS) login page to enter their direct deposit information.

How to enter your direct deposit info:

1. Log in at my.untsystem.edu.
2. On the Employee Self-Service Homepage, select the Payroll tile.
3. Then, click the Direct Deposit tile to enter your info.

Be sure to have your student employee complete these steps to avoid delays with their paycheck!

DYNAMIC FORMS UPDATE

The current Dynamic Forms will be deactivated on May 30th, and the new version will go live on June 2nd.

Please note: Any offer letters that have not been signed and fully processed by May 30th will no longer be accessible. We strongly encourage all supervisors to complete any in-progress forms before the deadline to ensure a smooth transition.

SEOTY Door Decorating Contest Winner

Congratulations to the Office of Health Promotion for winning our SEOTY Door Decorating Contest! Your creativity and participation truly stood out—thanks to the staff and students for helping us celebrate SEOTY in such a fun and festive way! As the winning team, you’ve earned a \$100 pizza party—enjoy, and thanks again for showing your support for our amazing student employees!



SEOTY APPRECIATION

Nomination Committee:

Thank you for your time and dedication in selecting our multiple awards winners and our 2025 Student Employee of the Year (SEOTY). We truly appreciate your efforts in reviewing nominations and recognizing the outstanding contributions of our student employees. We are grateful for your commitment to celebrating their hard work and impact on our campus community.

Ashlee Hyman – Recreational Sports

Shauna Barbato – UNT at Frisco

Chido Kwande – Career Center

Byron Bailly – Student Veteran Services

Hossain Gahangir – Data Science

Swag Donations:

A huge thank you to our amazing campus partners for their generous donations of swag for the 2025 Student Employee of the Year celebration! Your support helps us recognize and celebrate the hard work and dedication of our student employees. We appreciate your contributions in making this event special!

**Dean of Students – Conduct & Community Standards
College of Education**

Computer Science & Engineering

Dining Services

Housing

Learning Center

Student Services Assessment - Student Affairs

UNT at Frisco

Department of Rehabilitation & Health Services

2025 SEOTY WINNERS

Congratulations to our 2025 Student Employee of the Year award winners! Your hard work, dedication, and contributions to UNT have made a lasting impact, and we are thrilled to recognize your achievements. Thank you for your commitment to excellence—your efforts truly make a difference!

Supervisor of the Year:

Congratulations to Dillon Smith, our 2025 Student Employee Supervisor of the Year! Your dedication, leadership, and support have made a lasting impact on your student employees and the UNT community. Thank you for being a true champion of this university and for your commitment to fostering student success!

Student Employee Team of the Year

Congratulations to the UNT at Frisco – Student Operations Team for being recognized as the Student Employee Team of the Year! Your outstanding teamwork, dedication, and impact have made a lasting difference, and this recognition is a reflection of your hard work and commitment. Well done and keep building together!

Intern of the Year:

Congratulations to Emma Morris, our 2025 Intern of the Year! Your hard work, dedication, and commitment to excellence have set you apart. Thank you for your contributions and for making a meaningful impact through your internship. We are proud to celebrate your success!

Outstanding Student Employee of the Year:

Congratulations, Cadence Darche, on being named our Outstanding Student Employee of the Year! Your hard work, dedication, and positive attitude have truly set you apart, and we're so proud of your achievements. Thank you for everything you do to make a difference—keep shining!

Student Employee of the Year:

Congratulations to Nisha Jaywant Naik, our 2025 Student Employee of the Year! Your dedication, hard work, and commitment have made a lasting impact on our campus. You are a true champion of this university, embodying excellence and leadership in all that you do. We are so proud to celebrate your achievements—thank you for all that you contribute to UNT!

POLICY & BEST PRACTICE SPOTLIGHT

As we approach the end of the Spring 2025 semester, we'd like to take a moment to highlight some important policies and best practices that will help ensure smooth operations and compliance within Student Employment. These guidelines are essential to maintaining a professional and efficient work environment for both supervisors and student employees.

Policy Spotlights :

1. Please ensure you follow the [Supervisor Student Employee Hiring Steps](#) and the [Graduate Student Employee Hiring Steps](#) to maintain compliance and streamline the hiring process.
2. As a reminder, per federal and state regulations , it is the employing department's responsibility to ensure Section 2 of Form I-9 is completed within three (3) business days of an employee's first day of work for pay.
3. If a department wishes to retain a student employee after they have completed their studies at UNT, the department must follow [UNT HR criteria for hiring a non-student employee immediately upon the student's graduation](#).
4. Student employees are prohibited from working during scheduled class or exam times. Supervisors must not schedule or allow student employees to work during any hours they are officially enrolled in a class, even if the class has been canceled. Students may work only during times that do not conflict with their posted class or exam schedule (students are permitted to work on Reading Day)
5. As a campus-wide best practice, supervisors should allow student employees a 15-minute paid rest break (on the clock) after four (4) continuous hours of work. If a student works an eight-hour shift, they are entitled to a one-hour unpaid lunch break (off the clock).
6. To comply with state law, faculty, staff, and student employees must not conduct state business on any system-issued or personal device that contains any of the [prohibited technologies](#), including TikTok. State business includes, but is not limited to, accessing UNT System email accounts, Teams, Zoom, Canvas, or any information or resources owned by the UNT System for the purpose of performing duties within the scope of an individual's employment with a UNT System institution. Please review [Systems Regulation 06.5000](#) for more information.

By staying informed and adhering to these policies, we can continue providing high- quality service to our campus community. Thank you for your commitment to upholding these standards!

ADDITIONAL STUDENT EMPLOYEE RESOURCES

[STUDENT EMPLOYMENT
WEBSITE](#)

[STUDENT EMPLOYEE
HANDBOOK](#)

[SUPERVISOR STUDENT
EMPLOYMENT HANDBOOK](#)