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| Date: | December 1, 2017 |
| To: | All Administrators |
| From: | Sherry Fast, Compensation & Benefits Specialist  Dawn Stinson, Director, HR Support Services |
| Re: | New Student Rates |

Effective January 1, 2018 the minimum wage is increasing from $11.60 to $14.00.

The new hourly rates for student work will be determined in accordance with the following rate scales. All contracts must be paid on the rate table below: No rate can be less than the minimum wage of $14.00.



Category I applies to ambassadors/guides, booth attendants in athletics, library shelvers, and library security.

Category II applies to higher skilled work such as peer tutors, lab monitors, residence staff, and web helpers.

Category III applies to specialized skilled positions, e.g. researcher, web design, co-op, interns, field placements

The steps identified above represent a suggested annual step increase.

Please note, with the minimum wage increasing to $14.00 January 1, 2018, HR Services will **automatically** change the rate to $14.00 for all **EXISTING** contracts where the hourly rate is less than $14.00.

For any new contracts starting January 1, 2018 or later, the new hourly rate cannot be less than the new minimum wage rate of $14.00.

Due to the Support Staff Part Time Certification application, other rates are frozen and cannot be changed at this time.