

UC Cooperative Extension UC CalFresh Fresno/Madera Counties Program Manual

UC Employee Probationary Period

All professional and support staff employees who hold career appointments shall serve a probationary period during which time their work performance and general suitability for University employment shall be evaluated in writing. The probationary period is completed following six months of continuous service at one-half time or more without a break in service. Effective date is either on the first of the month following, or date-to-date, depending on the position title's personnel program/contract policy.

For more information in regards to the policy of the probationary period, please visit:
http://ucanr.edu/sites/ANRSPU/Supervisor_Resources/Probationary_Period/

UC Employee Compensation and Benefits

1. Websites to review:

UC Benefits Compensation and Benefits	http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html
New Employee Road Map	http://ucnet.universityofcalifornia.edu/compensation-and-benefits/roadmaps/new-employee.html
At Your Service *Create an account to enroll in benefits	https://atyourserviceonline.ucop.edu/ayso/

2. UPAY 850 Enrollment Form – complete within PIE – Period of Initial Eligibility, 31 days of start day. This form may also be used for some changes during open enrollment in Oct/Nov. You can find the UPAY 850 Enrollment Form online here:

<http://ucnet.universityofcalifornia.edu/forms/pdf/upay-850.pdf>

3. Not sure which benefits to choose? Ask your new colleagues! We're happy to help you navigate the best plan for you!