Associate/Affiliate Descriptive Information

Associates of Colorado State University are individuals who are in some way affiliated with the University such that access to CSU’s network and computing resources is required. **Individuals cannot be paid through Oracle HR on an Associate assignment.** They are classified in the following ways:

**Affiliate** – *(Must hold a Ph.D.)* Individuals employed outside the University who have a strong and continuing relationship with the University and whose training, experience, and activities contribute actively to the program of the department.

**Guest Associate** - Individuals who are contractors, guests of an employee, or senior citizens in the community with departmental permission to audit a course which uses online resources.

**Joint Appointment** - Faculty members or admin professionals whose professional activities fall, to an appreciable degree, within the purview of two departments.

**Visiting Associates** - *(Must hold a Ph.D.)* Individuals with a Ph.D who will briefly stay within our department for a limited period of time to help do research in a particular lab before moving on to their next project or returning to their home institution. These are classified as: Research Associates, Scientists, Scholars, Senior Scientists and Senior Scholars who are members of the faculty for a short time while on leave from another institution.

*Life-Long Learners are entered in differently than a normal Guest Associate. Please indicate in your appointment justification if you are requesting a lifelong learner to have Guest Associate status.*

Time lengths for appointments:

**Joint, Affiliate, and Visiting Associates** can be appointed for up to three years at a time.

**Guest Associates** can be appointed for up to one year at a time.

NetIDs and Associates/Affiliates:

Unlike paid employees whose future-dated assignments make them eligible for a NetID, Associates must have a current, active, and approved assignment. **The Associate can register for a NetID the day after the assignment is fully approved.** Visiting scholars may receive a NetID at the request of the employing department. **A departmental sponsor is required.** These NetIDs are limited to 12 months but can be renewed. The following timeline describes the “grace periods” allowed for Associate NetIDs once the Associate’s assignment has been terminated or the appointment end date reached. If the Associate is reappointed in this period, the NetID remains active without interruption:

**Associates:** NetID expires 30 days after the appointment ends.