## NON EMPLOYEE ORGANIZATIONAL RELATIONSHIPS

### AFFILIATE CATEGORIES

<table>
<thead>
<tr>
<th>Job Code</th>
<th>995xA1</th>
<th>995xA2</th>
<th>995xA3</th>
<th>995xA4</th>
<th>995xA5</th>
<th>995xA6</th>
<th>918B00</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of affiliates</td>
<td>21%</td>
<td>14%</td>
<td>26%</td>
<td>4%</td>
<td>31%</td>
<td>4%</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>Approval Path</td>
<td>Affiliate</td>
<td>Affiliate</td>
<td>Affiliate</td>
<td>Affiliate</td>
<td>Affiliate</td>
<td>Affiliate</td>
<td>Research Faculty</td>
</tr>
<tr>
<td>Primary Purpose of Affiliation</td>
<td>Business Partner/Contractor</td>
<td>GT Entities &amp; Affiliated Orgs.</td>
<td>Instruction/Counseling</td>
<td>Short-Term Research/Access (&lt;6 months)</td>
<td>Research/Collaborate</td>
<td>Former Paid-Employee Collaborators/Mentors Not on campus</td>
<td>Postdoctoral Scholars with external award, not on GT payroll (Approval Req’d)</td>
</tr>
<tr>
<td>Definition</td>
<td>On the payroll of another business (non-academic), but located on GT campus or requiring frequent visits</td>
<td>Employee of GT affiliated organization, services agreement, or GT formal joint venture with another institute</td>
<td>Primarily teaching or counseling on campus, either as a professional or military instructor or between paid teaching semesters.</td>
<td>Short-term, (30 days to 6 months) temporary access to IT systems or campus facilities.</td>
<td>Access for the primary purpose of research and/or collaboration for a period up to five years.</td>
<td>Former employees (no longer on campus) continuing their mentoring or research immediately after leaving GT paid status.</td>
<td>Recipients of postdoctoral fellowships that provide a stipend from an external source to participate in mentored training at GT.</td>
</tr>
<tr>
<td>Why do they need Affiliate Status?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Where will they be located</td>
<td>On or off campus</td>
<td>On or off campus</td>
<td>On or off campus</td>
<td>On or off campus</td>
<td>On or off campus</td>
<td>OFF campus</td>
<td>On campus</td>
</tr>
<tr>
<td>Typical Examples: (Partial list)</td>
<td>Consultants, Auditors, Temp Agency or Facilities Contractors, Bright Horizons, Barnes &amp; Noble</td>
<td>GT Foundation, Alumni Association, GT Lorraine, Emory/CHPA, Et, CABI/GSU</td>
<td>Professional Ed, Military/ROTC, Chaplains, Part-time Lecturers</td>
<td>B-Visitors (visa), volunteers, non-GT students, graduated students finishing projects</td>
<td>Clean room users, J1 Exchange Visitors, former employees located on campus, students not on GT payroll &amp; requiring employee-type access</td>
<td>Former academic or research employees no longer on campus but still needing system access for collaboration</td>
<td>Recipients of NIH NRSA awards, NSF postdoctoral fellowships, and other individual postdoctoral fellowships that pay a stipend directly to the recipient</td>
</tr>
<tr>
<td>Term length</td>
<td>up to 3 years at a time (renewable)</td>
<td>up to 5 years at a time (renewable)</td>
<td>up to 3 years at a time (renewable)</td>
<td>30 days to 6 months (cannot extend in this code)</td>
<td>up to 5 years (renewable)</td>
<td>up to 3 years (cannot renew/extend in this category)</td>
<td>term of fellowship, up to 5 years</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
<td></td>
<td></td>
<td>Required</td>
<td>Required (unless current GT student &amp; noted in DHF comments)</td>
<td>Required</td>
<td></td>
</tr>
<tr>
<td>- GT Background Check</td>
<td>Required, or verification that one has been done by employer</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- GT Supervisor</td>
<td>ALL affiliate categories require a GT employee listed as supervisor</td>
<td></td>
<td></td>
<td>Not required</td>
<td>Not required (off-campus ex-employee)</td>
<td>Required</td>
<td></td>
</tr>
<tr>
<td>- Future TERM date</td>
<td>ALL affiliate categories require a future termination date</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| - Intellectual Property Agreement | Affiliate IP Agreement is included in electronic onboarding packet | | | | | | YES (unless award restrictions/issues)

### IMPORTANT NOTE:

- Individuals can be affiliates OR employees, they cannot be both types concurrently at the same USG institution

- Proof of Award Req’d (e.g. award notice, letter)

- Last Edited 10/21/21