

EPAF Error Message:

Begin Date must equal the first Jobs Detail effective Date.

Job Record	ERROR	*ERROR* Begin Date must equal the first Jobs Detail Effective Date.
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This error message usually comes up for students you are **rehiring** back into their prior position. If you follow the EPAF instructions and this error messages comes up, your EPAF will not be submitted. Please follow these instructions to fix it:

First, if you are not on the EPAF, go to the “Originator Summary” and view your EPAFs in waiting. This means the EPAF was created and saved but not submitted to me for approval.

- Once there, find the student’s name and click their name to look at the EPAF. You should see the Error message (above in red) on this page.
1. Once on the student’s EPAF, scroll down to the **Job Record** section. It will have a Last Paid Date, indicating they have worked in this position before.
 2. The first line under **Item** should say “Job Begin Date” + the **Current Value** should be their *original* start date, and the **New Value** should be the student’s *new/rehire* start date.
 3. The **Current Value** and **New Value** need to match! So please edit the **New Value** to match the **Current Value**.

Picture examples on next page.

Please contact student employment if you have any questions.

Studentemployment@coloradocollege.edu

Incorrect:

Job Record, [REDACTED], Last Paid Date: Sep 21, 2023

Item	Current Value	New Value
Job Begin Date: MM/DD/YYYY*	02/10/2023	01/08/2025
Jobs Effective Date: MM/DD/YYYY*	10/25/2024	01/08/2025
Title: *	[REDACTED]	[REDACTED]
Salary Grade: (Not Enterable)	1	1
Step: *	2	2
Timesheet Orgn: *	[REDACTED]	[REDACTED]
Contract Type: *	Primary	Primary
Job Change Reason: (Not Enterable)	00012	00001
Job Status: (Not Enterable)	Terminated	A
Workers Comp Code: (Not Enterable) P		P

Correct:

Job Record, [REDACTED], Last Paid Date: Sep 21, 2023

Item	Current Value	New Value
Job Begin Date: MM/DD/YYYY*	02/10/2023	02/10/2023
Jobs Effective Date: MM/DD/YYYY*	10/25/2024	01/08/2025
Title: *	[REDACTED]	[REDACTED]
Salary Grade: (Not Enterable)	1	1
Step: *	2	2
Timesheet Orgn: *	[REDACTED]	[REDACTED]
Contract Type: *	Primary	Primary
Job Change Reason: (Not Enterable)	00012	00001
Job Status: (Not Enterable)	Terminated	A
Workers Comp Code: (Not Enterable) P		P