

Work Study Training

Introduction

This information is intended as a reference for supervisors of student employees, and student employees, who are participating in the Federal Work Study Program. We ask that supervisors and students familiarize themselves with the policies and procedures outlined here to fully understand their role as Work Study supervisors and student employees.

Federal Work Study Program

Federal Work Study is a federal program where schools receive federal funds to be expended each academic year on student employees. Federal Work Study is a need-based financial aid award, meaning students must complete the [FAFSA](#) and demonstrate financial need.

Applying for Work Study

Students apply for financial aid by filling out the Free Application for Federal Student Aid (FAFSA) each year. After their financial need is determined, Student Financial Assistance notifies students of their financial aid eligibility, including Federal Work Study. The Federal Work Study award will be listed on the Offer Letter. Award amounts are generally \$1,000, but can be increased throughout the year depending on the student's other aid.

Why Work Study?

Federal Work Study provides eligible students with the opportunity to work and earn income that they can use towards school or living expenses.