



Federal Work Study Program Frequently Asked Questions

Financial Assistance
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BENEFITS OF FEDERAL WORK STUDY

- **On-campus employment is convenient.**
- **Flexible scheduling allows you to work around your class times.**
- **Reporting Work Study earnings on the FAFSA can increase a student's eligibility for aid, as Work Study earnings are not counted when determining future assistance.**
- **Work Study positions can provide valuable experience for your post graduate career.**
- **Various pay rates, \$8.50 - \$15.00 per hour - Earnings are paid directly to you, not your tuition account.**

What is the Federal Work Study Program (FWS)?

The Federal Work Study Program is a need-based federal aid program that provides eligible students with earnings through on-campus or off-campus employment.

Since it's called *Work Study*, do I get to study on the job?

Generally, departments and supervisors will be flexible when scheduling a student for work around class and study time. Some jobs on campus may allow students to study while working, but departments are not required to allow students to study on the job. Students are not allowed to work more than 20 hours per week when classes are in session so as not to detract from their studies.

How does the Financial Assistance Office determine my eligibility?

Eligibility for the Work Study Program is determined using the results of the Free Application for Federal Student Aid (FAFSA). Only students with enough financial (unmet) need, as determined by the FAFSA, are eligible to receive a Work Study award. Students who do not qualify can work on campus through Regular Student Employment.

What is the difference between Regular student employment and Work Study employment?

The difference between the two programs is where the funding to pay the student comes from. The Federal government pays 75% of the wage for the Work Study student. Work Study and Regular Student workers get the same types of jobs, work the same number of hours (limited to 20 hours per week when classes are in session) and earn the same wages.

How do I get a Work Study position?

Submit a Work Study resume to the office of Student Financial Assistance. Once submitted, Student Financial Assistance helps place eligible students in open positions, though placement may be limited based on job availability. Students are encouraged to actively pursue jobs on their own initiative. Because returning students often return to positions they previously held, Work Study awards may be more limited for new freshmen or returning/transfer students who were not employed in the Work Study Program during the previous year.

USI departments and/or Community Service agencies interview and hire Work Study students based on qualifications and experience. Employment is not guaranteed based on a student's Work Study eligibility. Community Service agencies are typically local nonprofit organizations or public agencies that have partnered with USI.

How do I receive my Work Study award? Does Work Study help pay tuition and other fees?

The award is paid directly to you on a bi-weekly basis. You have two options for receiving your pay: Direct deposit into the bank of your choice or the dashPayroll card. Direct deposit is the preferred method. No amount is automatically deducted from your paycheck for tuition or other university charges.

Are there any limits to the Work Study Program?

Because the Work Study program is a Federal Aid program, students must comply with all Federal requirements including but not limited to Verification and the Satisfactory Academic Progress policy to remain eligible. Copies of these policies are available in the Financial Assistance Office and on our webpage, <https://www.usi.edu/financial-aid/manage-your-aid>.

FOR ACCURATE AND UP-TO-DATE INFORMATION PLEASE CHECK YOUR MYUSI REGULARLY!