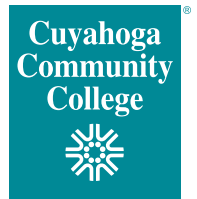


Federal Work-Study Program



FREQUENTLY ASKED QUESTIONS

What is Federal Work-Study?

The Federal Work Study (FWS) program allows college students to work and earn money while enrolled at least half time (six credit hours). Positions are available on campus and at approved off-site organizations. Students must complete the FAFSA for consideration.

Who is eligible for work-study?

The government awards work-study funds to students based on financial need and early FAFSA submission. Students can earn up to \$7,500 per academic year. Students must reapply each year as eligibility criteria, funding availability and requirements may change. Students who do not receive work-study funds during the initial awarding process may check with the Student Financial Aid and Scholarships Office to see if funding is available. Students must register for at least six credits per semester and maintain Satisfactory Academic Progress (SAP) toward the completion of their degree or program of study.

What is the application process for a work-study position?

All work-study postings appear on Tri-C's employment website. Visit <https://careers.tri-c.edu> and click Student Employment. Students may apply for any work-study position. The hiring department will contact qualified applicants for interviews and next steps.

What are the steps to begin working as a work-study student?

- 1 Once selected for hire, you must complete an employment packet with your prospective supervisor before referral to the Student Financial Aid and Scholarships Office.
- 2 An appointment is recommended with the Student Financial Aid and Scholarships Office at your campus of employment to discuss work-study requirements and determine position specifics, including hours and pay.
- 3 After the work-study coordinator submits all required documents to Human Resources, an HR representative will contact you to schedule your background check and drug screening. ***Check your email frequently and respond promptly to complete the hiring process.***
- 4 HR will contact you with your results to determine hiring status. If you pass the background check and drug screening, your next step will be New Work-Study Student Orientation.

What is the compensation for work-study positions?

Students can make up to \$10 per hour depending on the position and may work up to 20 hours per week throughout the academic year. Students are paid every two weeks, based on hours worked and submitted on an electronic timesheet.