

Frequently Asked Questions

How do I get work-study funding if I declined work-study in the FAFSA application?

Students can request work-study funds to be awarded. The *Request for Adjustment* form can be found in the [Financial Aid Forms](#). Once submitted, the Financial Aid Office will review the student's file for eligibility.

Can I continue doing work-study in the summer?

Work-study funding is projected to be used by the end of the spring semester (May). If funding remains, work-study can continue until funding is utilized.

Do I have to work during Spring break or Christmas break?

Students are not required to work during Spring break or Christmas break. If funding has been approved the student may have the choice to work during the break with supervisor approval.

Do I have to re-apply for a position every semester?

We require a yearly application and updated paperwork from all previous work-study students, along with schedule changes. We do not require an application for the spring semester if the student continues in the same position.

Can my work-study position end at any time?

Yes. Work-study is dependent on funding. If funding runs out positions may be terminated based on the discretion of the financial aid office.

Can I get the same work-study position back next semester?

Yes, if the department has been approved for the position and the supervisor has approved the return of the work-study student. The student must also be eligible for financial aid and maintain [Standards of Academic Progress](#).

Am I allowed to work on a weekend or alone?

No, work-study students must be supervised at all times and can only work during the hours that have been approved and designated with the supervisor.

If my class is canceled can I go to my work-study job early?

No, work-study students are not allowed to work during class time, even if a class is canceled.

Can I earn academic credit along with a work-study position?

Yes, as long as the credit applies to the approved program. Courses can include internships, practicums, assistantships, or supervised work experience.

Can I work with a different department or work-study supervisor?

Yes, if the request has been approved by both work-study supervisors and the Financial Aid Work-Study Advisor.

Can I earn more than my work-study award?

Once the work-study has earned the award maximum the student will be terminated for the remaining semester or academic year. The student can re-apply the following fall term based on eligibility.