

FEDERAL WORK STUDY POLICY

Background

Federal Work Study is a federally funded financial aid program that provides funding for students to work qualifying part-time, typically on-campus jobs, while attending school to pay for college expenses. The salary for student workers is shared between the federal government (75%) and the department (25%) hiring the student. Federal Work Study may be used to provide funding for students outside of the Graduate Assistantship program.

Policy

The following requirements apply to students involved in the Federal Work Study Program:

1. Students must complete a FAFSA (Free Application for Federal Student Aid) to become eligible for work-study and demonstrate a financial need for the aid.
2. Students awarded funding may work a maximum of 20 hours/week during periods of enrollment. Students may work up to 40 hours/week during semester break periods and during the summer, provided the student is not enrolled in summer courses.
3. Students will need to review available Work Study positions and apply directly through the hiring department.
4. Federal Work Study funds are limited and awarded on a first-come, first-served basis.

Policy Process Applied: **Interim**

Responsible Officers: **UNMC Director of Financial Aid**

Date Approved by Responsible Officer: **10/15/2021**

Date Approved by Education Council Policy Committee: **11/18/2021**

Date Approved by Education Council: **12/16/2021**

Date Approved by Senior Vice Chancellor for Academic Affairs: **2/24/2022**

Policy Expiration Date: **2/24/2023**

Review Cycle: **One-Year Interim**

Reference: **34 CFR Part 675**