THE FEDERAL WORK-STUDY PROGRAM

Federal Work-Study (FWS) is a student employment program funded with federal and university dollars available to eligible students with financial need. FWS-funded employment is an opportunity to help students pay living expenses and avoid excessive loan debt while attending KU. The amount of a FWS award is the maximum amount of earnings a student may receive through work-study funding and is not a guarantee of earnings. FWS awards are disbursed via a bi-weekly paycheck based upon the number of hours worked in a given pay cycle. While most positions are on-campus, some are defined as "community service" positions which allow students to work in an office serving the Lawrence community, particularly low-income residents.

BENEFITS:

- A FWS award can improve a student’s chances at being hired for an on-campus job – campus employers want FWS students!
- FWS earnings are exempt from student contribution calculations on the subsequent year’s Free Application for Federal Student Aid (FAFSA) which can positively impact a student’s aid eligibility.
- FWS positions are often more convenient and flexible than other employment by being closer to classes and residence halls with supervisors committed to a student’s first priority – being a successful student.
- FWS employment often helps students get more involved and engaged with the KU community by encouraging new connections with faculty, staff, and fellow students.
- FWS employment is a resume builder and can provide preparation for students’ post-graduation job search.
- Students may be able to avoid excessive debt as they “earn while they learn”.

_Students are responsible for finding their own job and meeting hiring requirements_. FWS job openings are available at employment.ku.edu in the “students” section.

HOURS & WAGES:

Wages for work-study positions begin at the campus minimum wage* but may vary depending upon job responsibilities and student qualifications. Most FWS positions average 10-15 hours per week. For full details on the maximum hours a student employee may work per week, please see KU Policy Library section on Student Employees. _FWS students and employers are responsible for monitoring the status of the FWS award_. Once a student has reached his or her FWS award limit, they may not continue to receive wages via FWS funds. At that time, the student’s employment must be terminated or switched to regular student hourly payroll.

*$7.65 per hour as of 03.02.15

ELIGIBILITY:

To be eligible, students must demonstrate need as determined via the annual FAFSA filing and be enrolled at least half-time as a degree-seeking student. To remain eligible for FWS (and all other federal aid), students must meet the Financial Aid and Scholarships (FAS) Satisfactory Academic Progress (SAP) standards. Grades and credit totals are monitored at the end of each semester to determine eligibility for the following semester. To review the SAP standards, please visit www.affordability.ku.edu/financialaid/sap.

If FWS does not appear on your Accept/Decline Awards screen in Enroll & Pay and you are interested in this program, please schedule an appointment with a Financial Aid Counselor to discuss the effect that FWS would have on your other awards. If funds are available, there may also be an “FWS Open Request” period at the start of each semester. Follow FAS on Facebook and twitter and check the FAS website at www.affordability.ku.edu for updates and announcements.

03.02.15 BHW
THE KANSAS CAREER WORK-STUDY PROGRAM

The Kansas Career Work-Study Program is a state-funded program intended to provide employers with incentives to hire KU students in career-related positions.

STUDENT ELIGIBILITY:

To participate in the Kansas Career Work-Study Program, you must meet the following criteria:

- Be a resident of the State of Kansas
- Maintain a cumulative 2.0 GPA or higher
- Be enrolled in a minimum of 6 hours
- Maintain a minimum semester 2.00 GPA
- Have a declared major related to work performed

While this is not a need-based program, there are limits as to what you may earn. If you are a financial aid recipient, the amount of aid that you are receiving is subtracted from your estimated Cost of Attendance (COA) to determine your earnings limit. If you receive no financial aid, then the COA is your earnings limit. Your employer is reimbursed for half of your earnings. It is the responsibility of both you and your employer to make sure that you do not earn more than your limit.

EMPLOYER ELIGIBILITY:

To participate in the Kansas Career Work-Study Program, employers must meet the following criteria:

- Have a Federal Employee Identification Number (FEIN)
- Be a State of Kansas business using a Kansas bank
- Be willing to operate as your employer (you are not an employee of our office)

To participate, employers must submit an application to University Career Center (UCC). To be eligible for a contract, an employer must either have eligible students working for them or be in the process of hiring an eligible student. The amount of the contract is based on the estimated hours per week that the student(s) will work, multiplied by the hourly wage and the number of weeks the student will work. This amount is then divided in half for the amount that will be reimbursed by the State of Kansas. If the estimation is too low, an amendment may be granted if the funds are available.

Employers are responsible for interviewing and hiring the student participants. Students are put on the employer’s regular payroll and the employers are responsible for social security deductions, etc. When classes are in session, you may work up to 20 hours per week. When classes are not in session, as well as the summer, you may work up to 40 hours per week.

Employers submit invoices at least once a month for reimbursement. It can take up to four weeks for the reimbursement check to arrive. It is to the employers benefit to submit invoices as quickly as possible.

For further information about the Kansas Career Work-Study Program, visit the University Career Center (UCC) website at career.ku.edu. You may contact the UCC at (785) 864-7664 or email at kswkstd@ku.edu.