



## Federal Work-Study

### What is Work-Study?

Federal Work-Study (FWS) is the part of your financial aid award that provides you with an opportunity to earn money with a part-time job on campus. It is important to note that your FWS award does not obligate you to work during the academic year. Awards indicate **eligibility** to apply for on-campus work-study positions. It is your responsibility to identify, apply for and receive an offer for work-study employment so that you can earn your FWS award. **The amount listed on your award does not disburse with your other financial aid.** Your offer is the amount you can earn through a job on campus. Like traditional employment, you will receive a paycheck once a month. You will receive a W-2 at the end of the calendar year. CA Dream Act applicants are not eligible for work-study.

### Work-Study Basics:

- Students who filed a FAFSA application and who are determined to have financial need are eligible.
- Average annual FWS awards are \$3,500 but can be increased based on available employer funding and student financial need.
- You may begin earning work-study on the first day of classes **if your financial aid file is complete.**
- Hours are limited to 20 per week during weeks classes are in session, and up to 40 hours per week during periods of break.
- Summer work-study is also available, but must be applied for with a separate application prior to the end of the spring term.

### The Benefits of Work-Study:

- Work-Study will give you an opportunity to gain valuable skills and work experience that future employers may find desirable.
- It is convenient to work on campus with employers who work with your school schedule.
- Work-study students have more opportunities to connect with the campus community, learn about resources available to students, and establish stronger relationships with faculty and staff.
- Research has shown students with work-study jobs stay in school, perform better academically and are most likely to graduate.
- Unlike traditional employment, earnings from a FWS job will not affect financial aid eligibility the following year.
- Students who are eligible for FWS may qualify for CalFresh Benefits. For additional information or assistance completing a CalFresh Application, contact Center for Healthy Communities at 530-345-9749.

### Finding Jobs on Campus:

The process of finding a work-study job begins with a Federal Work-Study (FWS) award. Verify that your financial aid offer includes a FWS award, if it doesn't, check with the Financial Aid & Scholarship Office to see if you qualify. Next, students will access on-campus employment opportunities using the Career Center's **Handshake** job referral system. The system provides students with 24 hour access to information about work-study and student assistant positions available on campus, along with off campus job listings. Instructions on how to access this system and other useful information can be obtained from the Career Center at [www.csuchico.edu/careers](http://www.csuchico.edu/careers). Click on the **Search Jobs & Internships** or **Handshake** button.