FEDERAL WORK-STUDY (FWS) REQUEST FORM

If you were not offered Federal Work Study (FWS) and are interested in receiving it, you may submit this form for consideration. Based on eligibility and funding we may be able to offer you FWS. If you do not find FWS employment within 90 days from the date of the offer, it may be cancelled.

Eligibility Requirements
- You must be registered in a minimum of 6 units
- You must maintain Satisfactory Academic Progress Standards
- Your financial aid file must be complete and you must have need

Guidelines
- FWS funding is limited
- An award does not guarantee employment
- If awarded FWS, the award cannot be accepted until you have secured employment
- You cannot begin working earlier than the first day of the semester or past the last day of the semester
- You cannot earn more than your award each semester

If you are requesting FWS to return to a previous FWS job or have been offered a FWS job, provide the following information:

Employer or Department: ____________________________

Supervisor’s Name: ____________________________

Supervisor’s Telephone Number: ____________________________

Review begins in July. If you are offered FWS, we will communicate the next steps to you via email.

RETURN THIS FORM TO THE STUDENT SERVICE CENTER, IN THE LASSEN HALL LOBBY

Certification Statement
I understand that all of the information above must be complete in order for my eligibility to be reviewed. I also understand this is a REQUEST and therefore, it may be denied.

Student Signature ____________________________ Date ____________________________

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