

## **Federal Work Study FAQs**

### **What is Federal Work Study (FWS)?**

FWS is a form of financial aid awarded to students who demonstrate financial need and meet certain eligibility requirements. The federal government allocates the funds to the university to pay a portion of the student's salary.

### **How is eligibility for FWS determined?**

To be eligible for FWS, you must complete the Free Application for Federal Student Aid (FAFSA). The Office of Financial Aid determines eligibility based on federal regulations. FWS awards are valid for one academic year. You must reapply each year. The maximum FWS award is \$3,000. Depending on the type and amount of the other financial assistance you receive, your FWS award may be less than \$3,000.

### **What types of FWS jobs are available?**

There are many job positions available on campus covering a wide variety of skills and interests. Jobs include teacher assistants, office assistants, research positions, and many more!

### **How do I find a job?**

There are several job postings in every building throughout the year by potential employers. Jobs for the academic year will be posted on the job board which can be accessed through the JHU Portal.

### **Is FWS credited toward my tuition and other university charges?**

FWS does not credit toward your tuition or other university charges. FWS is paid to you in the form of a paycheck based on the number of hours worked and the rate of pay.

### **What is the rate of pay and how many hours may I work?**

Students who are paid under the Federal Work-Study program may earn from \$10.80 per hour and up. The rate of pay is set by the employer and is based on the job and the skill level required. Per university policy, students may work no more than 19 hours per week during periods of enrollment.

### **How often do I get paid and how do I receive my paycheck?**

Generally students are paid semi-monthly. Hours worked must be recorded on a student time sheet and turned in to Human Resources. You may discuss your preference of payment with Human Resources.

### **Do I need to complete any other forms prior to receiving my paycheck?**

New student employees must complete multiple forms in Human Resources. This must be completed prior to the first day of employment.