2012-2013 FALL/SPRING FEDERAL WORK-STUDY APPLICATION

FINANCIAL AID OFFICE / Clark Hall, 1090 South Drive / IUP / (724) 357-2218

The **2012-2013 Free Application for Federal Student Aid (FAFSA)** must be processed and complete before this Federal Work-Study Application can be processed.

If you have been awarded Federal Work-Study, your award can be viewed on the internet at the following address: http://www.iup.edu/ursa . You would need to log in to the secured area using your Banner ID and PIN#.

The following requirements must be complete before you can be employed on Federal Work-Study:

- Financial Aid Verification (if you are selected)
- Veterans Status Verification (if you are a qualifying veteran)
- Citizenship Verification (if you are a noncitizen)
- Cannot be in default or owe a refund on Title IV Aid
- Must be admitted to a degree or certificate program
- Must be maintaining satisfactory academic progress in your course of study

For more Federal Work-Study information, please see the back of this form.

Name: _____ Banner ID: @_____
Last First MI

Last 4 digits of Social Security # : _____ Email Address: _____

Permanent Home Phone: (_____) _____ - _____ Local Phone: _____

I am or will be enrolled at IUP as a(n) (please check one):

____ Undergraduate student
____ Graduate student
____ Other (specify)_____

Federal Work-Study Award Impact on Federal Direct Stafford Loan

The amount of Federal Direct Stafford Loan funds that you are eligible to receive ***may be decreased*** *due to your Federal Work-Study award. For more specific information on how your Federal Work-Study award will impact your loan eligibility, consult with one of the Financial Aid Directors.*

Student Signature (X) _____ Date _____

IUP is an equal opportunity/affirmative action institution.

FAO USE ONLY: "13FWSP" Satisfied ("S") on /RRAAREQ (Date) _____ Initials _____

Manual FWSP Award on RPAAWRD:

Fund: "FWSP" Status: "ACPT" Offered/Accepted Amount: $_____ Initials _____ Date _____

FEDERAL WORK-STUDY INFORMATION

1. If I am eligible for Federal Work-Study, how do I find a job?

You are responsible for securing your own position on campus.

A listing of available positions is posted in an employment binder located in the Student Employment Center (302 Pratt Hall, Career Development Center), or may be obtained on-line at www.iup.edu/studentemployment.

You may directly contact departmental and administrative offices for job opportunities as well. However, there are generally more students seeking employment than there are jobs available. Therefore, a Federal Work-Study award does not guarantee employment.

2. How much can I earn on Federal Work-Study?

You can be employed for up to twenty five hours per week when classes are in session and forty hours per week during non-enrollment periods (semester and spring breaks). The amount you can earn is dependent on your financial need as well as the amount available in the budget of the department/office in which you are employed. Undergraduate students are generally paid at the minimum wage rate, which is $7.25 per hour. In general, graduate students are paid $8.25 per hour.

3. Can my Federal Work-Study earnings be deducted from my IUP bill?

No, Federal Work-Study earnings are paid directly to you on a bi-weekly basis.

4. Besides this Federal Work-Study Application, is there any other application I need to complete?

Yes, the **2012-2013 Free Application for Federal Student Aid (FAFSA)**, which can be completed online at www.fafsa.gov, must be processed and complete. Until the FAFSA is complete, your Federal Work-Study eligibility cannot be determined.

5. Are there other factors that could delay my Federal Work-Study award, or delay when I may begin to work?

Verification - You may be asked to submit copies of your and/or your parents' tax returns as well as other documents.

Citizenship Verification - If you are required to provide documentation regarding your citizenship or noncitizenship status, this documentation must be submitted to our office.

Financial Aid Suspension - If you are on Financial Aid Suspension, you are not eligible to be employed on this program.

6. What is the Service Learning Program?

The Service Learning Program at IUP allows students to earn their Federal Work-Study award through community service positions. Participating in this program may enable you to gain practical work experience relating to your major course of study. For more information regarding community service, please contact the 0ffice of Service Learning, located in the Career Development Center at 302 Pratt Hall, service-learning@iup.edu or via phone number (724) 357-2235.