

## Application for Academic Year 2025-2026 Federal Work-Study Program

Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

**Do you have a work-study job arranged for the 2025-2026 academic?**

Circle: YES NO

If YES, please indicate where/for whom you will be working: \_\_\_\_\_

When are you scheduled to begin working?: \_\_\_\_\_

If NO, please be aware that you are responsible for arranging a work-study position. Students have the option of working on or off-campus, in a legally related job. On-campus opportunities include the law library, research assistantships for professors or law clinic positions and other hiring departments. Off-campus opportunities include public and private organizations with an agreement signed by the Law School.

Students may also participate in the America Reads Program, as a tutor in an elementary school. This position has a pay rate of \$25/hour. We suggest contacting a school in your neighborhood to see if they are interested in having an America Reads student tutor and then following up with the Financial Aid Office.

### Please initial:

\_\_\_\_\_ I agree that I will inform my employer of their responsibilities with respect to participating in the work-study program (employers must pay a portion of your earned wages: on-campus = 25%, off-campus non-profits = 33%, off-campus for-profits = 58%, America Reads = 0%).

\_\_\_\_\_ I understand that once I am confirmed to be eligible for work-study, I complete the employment acceptance form, and my employer returns the proper authorization forms (provided to them by the Office of Financial Aid), I will need to complete payroll documents with the Office of the Controller. I understand I will be notified when to complete these forms and I will not work before all necessary steps are complete.

\_\_\_\_\_ I understand that accepting a federal work-study award will reduce my Cost of Attendance for other forms of Financial Aid for the academic year.

\_\_\_\_\_ I understand that I cannot start a work-study job before I have completed all necessary paperwork.

Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_