



Arkansas State University-Newport Office of Financial Aid Federal Work-Study: Frequently Asked Questions**

What is work-study?

Work-study is a need-based federal student aid program that gives you the opportunity to earn money through part-time employment. This program pays a portion of your wages, so this subsidy makes you very desirable to employers! There are three advantages for the work-study student:

- The subsidy makes you a highly sought-after employee.
- Work-study earnings do not count against your aid eligibility when you fill out next year's Free Application for Federal Student Aid (FAFSA).
- Work-study gives you the opportunity to earn part of your college costs rather than increase your loans. The less debt you graduate with, the more choices you'll have in life.

Who is eligible for work-study jobs?

Students who receive financial aid from ASU-Newport and have work-study as part of their financial aid package are eligible to apply for work-study jobs. In order to begin earning work-study funds you must have a complete financial aid file (no missing documents) and your financial aid awards must not be conditional. Check mycampus.asun.edu

Can I keep working if I'm not enrolled or graduate?

Unfortunately, you can't continue to earn work-study if you are no longer enrolled. If you withdraw, are dismissed, or graduate, your last day to earn work-study funds is the last day of your enrollment. If your employer wants to continue your employment they may choose to do so, but they are responsible for paying you 100% of your earnings without the work-study subsidy. This arrangement would be between you and your employer and any earnings after enrollment will not be work-study eligible. You must immediately notify your employer of changes in your enrollment.

How can I get the most out of the work-study program?

Big picture: work-study jobs give you an edge to help pay for college and graduate with less debt.

Bigger picture: work-study jobs help you develop your resume, network with employers, obtain major/career-related work, and assist you in becoming a savvy, aggressive job hunter.

Biggest picture: One day, you'll be in a position to set-up a contract with ASU-Newport's Financial Aid Office and save your company/organization money by reaching back and hiring your fellow Aviators. Your work-study experience will have traveled full-circle.

Do I have to work at a work-study job?

No, but one of the advantages of work-study is your earnings are not counted as additional income on your Free Application for Federal Student Aid (FAFSA). If you work at a non-work-study job, you will need to report your earnings as income on your FAFSA. This is better than not working...but not as good as working at a work-study job.

How can I get work-study as part of my financial aid or increase the amount of work-study in my award?

Depending on your financial need (as determined by your cost of attendance (budget) and the expected family contribution (EFC) from your FAFSA) and your financial aid awards, you may be able to convert a portion of your offered loans to work-study.

You can view your current work-study and/ or loan awards by logging into mycampus.asun.edu.

Why did my work-study amount decrease?

Work-study can decrease because financial aid in another area increased, e.g., an outside scholarship check arrived. Your financial aid package is a zero-sum game; you can't receive more financial aid than you're eligible for. Or it decreased because you requested that it be converted to a loan. Or it decreased because you withdrew, were dismissed, or graduated (students who are not enrolled cannot continue in their work-study position).

Do I need to accept loans to convert them to work-study?

No, if you plan on converting loans to work-study, leave that amount as "Offered" and not as "Accepted." You can accept a lesser amount and hold the difference in reserve to convert to work-study.

What does my work-study dollar amount mean?

If your financial aid includes the initial maximum of \$4,000 in work-study, that is the total amount you can earn in a work-study position (it takes into account both the work-study share and the employer's share, anything earned over your \$4,000 limit is 100% owed to you by the employer). Your financial aid offer splits it into \$2,000 fall and \$2,000 spring but as far as work-study is concerned, you can earn any or all of that amount at any point during the program year (July 1st until the last day of the spring semester) while enrolled and as long as you are going to be enrolled for both semesters.

**Adapted from the University of California at Berkeley's Financial Aid and Scholarships (Work-Study/FAQs)