

Frequently Asked Questions

1. What is Student Employment and how do I find out if I am eligible?

Student employment at SLCC provides part-time employment to students to help meet the costs of their education, encourage community service activities and develop needed skills in preparation for entering the workforce after graduation. Student employment opportunities are based on Financial Aid eligibility, and interested parties must first apply by completing a *Free Application for Federal Student Aid (FAFSA)* www.fafsa.ed.gov.

To be considered, be sure to indicate on your FAFSA that you are interested in the work study program. Funds for this program are limited, so it is important that you complete your FAFSA as soon as possible. Applicants must also be in good academic standing and be enrolled to be eligible.

2. Are there minimum requirements for student employment?

In order to be eligible students, must have a current, completed and fully processed FAFSA submitted. Be enrolled in at least 6 credit hours and maintaining academic satisfactory progress.

3. Are student jobs on campus or off campus?

Student employment opportunities are offered on-campus and at off-campus locations. Student employment positions provide supportive services to various departments on campus and in the community.

4. What is the difference between a student employment job and regular employment?

The primary difference is how the jobs are funded. Student employment opportunities are jobs in which the federal government pays the wages. Regular employment does not use federal financial aid money; the employing department or organization pays 100% of wages.

5. How do I apply for student employment?

Students must complete an authorization form that is in the Office of Financial Aid.

6. Can I apply for more than one position?

Yes, you can apply for more than one position and are encouraged to apply for all positions you might be interested in. as with most jobs, applicants do go through an interview process.

7. How do I find an FWS job?

Usually students will apply for student employment and are chosen by the supervisors. However, sometimes departments will advertise that they are hiring for students to apply within.

8. Will I have to interview for a position?

Yes, students will be called for interviews by their potential supervisors to be sure that they are a good fit for the department or community partner.

9. Am I guaranteed a student employment job if I apply for student jobs?

No, student employment funds are an allotment from the Department of Education and are awarded on a first-come, first-serve basis.

10. Will student employment decrease my Pell Grant or other grants and scholarships?

Student employment opportunities are based on Financial Aid eligibility and will not decrease any of your grants or scholarships. However, grants or scholarships could cause student to have a not be eligible for student employment or not have full eligibility.

11. Can I get a job if I am not eligible for Federal Work Study?

Student employment through the financial aid office are only available for student that are eligible for federal work study. Departments may sometime hire students using their departments budget.

12. Can I work as many hours as I want as a student employee?

Student employees can work up to 15 hours per week unless otherwise specified or approved by the Office of Financial Aid.

13. How many hours can I work during breaks (example: Spring Break)?

Student employees may work during breaks, but still only up to 15 hours a week. Also, student employees must always be supervised. Student employees may not work when regular college employees are not working.

14. Can I work weekends?

Yes; however, student employees must always be supervised, and may not work when regular college employees are not working.

15. How much will I earn as a student employee?

Student employees earn \$8.00 an hour (\$10.00 for Community Work Study) and are paid on a bi-weekly basis.

16. How will I get paid?

You will be paid by the hour for the hours you worked by submitting a timesheet. Payroll disbursements occur bi-weekly (every other Friday).

17. Is Direct Deposit an option?

Yes, direct deposit is an option and the form is available online at
<https://www.solacc.edu/about-us/faculty-staff> under the Student Employee tab.

18. How long will the job last?

Student employment positions are available only during current semesters. However, students can continue to work all eligible semesters if the supervisors are willing to rehire.

19. Do I have to reapply each semester for my position?

Yes, at the start of each semester all students must reapply for their position and go through the same hiring processes. Students are not allowed to work unless they receive the final approval from HR.

20. How do I request/apply for FWS for summer semester?

Student must submit an updated summer student employment authorization form. Students who wish to work during the entire semester will have to submit 2 forms, for summer session 1 and 2.

21. Can I keep my job during the summer? Do I have to be enrolled?

Student employees can work during the summer. The summer semester is divided into 2. Students do not have to be enrolled during the summer semester, but they are required to be enrolled during the upcoming fall semester. Students also are required to have 2 FAFSA's on file, the current year and the upcoming year FAFSA.

22. Can I work multiple student employment jobs?

No. If a student is offered more than one position, the student must choose where he/she wants to work.

23. How do I view my FWS award?

Students can view their award on their LOLA. They will need to follow the following steps:

1. Click the "Financial Aid" tab
2. Click award
3. Award for aid year (*be sure this is the current aid year)
4. Award Overview and scroll to the bottom of the screen

24. Do I have to pay taxes on the money I earn through FWS?

Yes, student employment income is taxable. You will receive a W-2 form from the college at the end of each year. This form will indicate how much you earned at SLCC.