WHAT IS FEDERAL WORK STUDY?
Federal Work Study (FWS) is a Federal program that provides part-time employment opportunities to eligible students tailored around their class schedules to help meet educational costs. Based on the results of the Free Application for Federal Student Aid (FAFSA), eligible students are awarded an allotment which may be earned through part-time employment in FWS approved positions either on or off-campus.

Students awarded FWS must actively accept the award at Hokie SPA by the date indicated in the award notice or the award will be cancelled.


ADVANTAGES OF FWS
- The ability to work around your class schedule, usually 10-20 hours per week.
- Enhanced computer, telephone and customer service skills.
- Improved time management and communication skills.
- Training in your chosen field, as well as, career exploration.
- No transportation costs if you work on campus.
- Availability of letter(s) of recommendation.
- Resume enhancement.

ELIGIBILITY
- Enroll full-time*, in a degree-seeking undergraduate or graduate program (*preference given to full-time students, however part-time students are eligible for FWS).
- Submit a completed FAFSA by the priority deadline of March 1st by going to: www.fafsa.gov.
- Express interest in FWS by answering the pertinent question on the FAFSA.
- Demonstrate financial need, as determined by the FAFSA data.
- Maintain Reasonable Academic Progress standards.

FIND A FWS JOB
Students can view their award package through Hokie SPA. If awarded FWS, the award will be listed with an amount the student may earn for that academic year. If the student decides not to work, the FWS award should be declined through Hokie SPA.

Students may find a job at the following link: http://www.finaid.vt.edu/types_of_aid/fws/index.html
Students should begin this search any time after receiving notification of their award but no later than early September. Follow the link to HOKIES4HIRE from our website link above to view the jobs that are available on campus and off campus. These include community service opportunities, as well as elementary school tutoring. Instructions on how to apply will be provided with each job posting.

Students are paid every two weeks and direct deposit is encouraged for payroll. This can be done through Hokie SPA.
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REMINDERS
- Begin your job search as soon as you are notified of your FWS award.
- Apply for jobs, interview, get hired.
- Review Hokie SPA for FWS award amount.
- Sign up for direct deposit.

FAQs
- Can I continue to work after my FWS funding runs out?
  Not as a Work Study student, however check with your supervisor to see if they can pay you as a wage position student.

- Can I be fired?
  Yes, you can be dismissed from your job just like any other type of job.

- How do I get paid?
  A paycheck is issued every 2 weeks. You can sign up for direct deposit at Hokie SPA.

- Does my FWS award get applied to my university charges?
  No, the funds are paid directly to you; you can use the funds to help meet any expense related to being a student.

CONTACT INFORMATION
200 Student Services Building
Virginia Tech (0222)
Blacksburg, VA 24061
Email: finaid@vt.edu
Web: http://www.finaid.vt.edu
Ph: (540) 231-5179
Fax: (540) 231-9139
Office Hours: Monday - Friday, 8:00 AM - 5:00 PM