Federal Work Study vs. Edgewood Employment

**Work-Study**
Work study is need-based. To qualify, a student must submit a current year Free Application for Federal Student Aid (FAFSA) for processing, must demonstrate financial need and have been awarded Work Study from the Edgewood Central Office. If a Work-Study student drops below half-time status or changes to a non-degree seeking status, she/he is no longer eligible for Work-Study and must be terminated from employment.

Students with Work-Study are awarded an allocation of $2000 per academic year and eligible work 10 and NOT to exceed 20 hours per week

**Edgewood Employment**
Because Work-Study funds are limited, any student not awarded funds will be awarded Edgewood Employment. This offers all students the opportunity to earn student employment funds while attending Edgewood College as a degree seeking student enrolled for at least 6 credit hours per semester.

Students with Edgewood Employment are awarded an allocation of $2000 per academic year and eligible work 10 and NOT to exceed 20 hours per week

**International Student Employment**
International students are awarded an allocation of $4000 per academic year and may work up to 20 hours per week.

**Must a student earn their entire award?**
No. Students may earn all, some, or none of their award. If they do not earn their entire award during the academic year awarded, they may not access the remaining amount in another academic year. Students will be paid hourly for the amount of hours they choose to work. Work-Study and Edgewood Employment allocations are not subtracted from a student’s tuition but reflect the opportunity for a student to earn up to the full allocation in wages.

**How can a student use their earnings?**
Earnings for Work-Study or Edgewood Employment can be spent at a student’s discretion. They can be used to make payments on tuition or for living expenses. Again, Work-Study and Edgewood Employment allocations are not subtracted from tuition. They must earn these funds and we are required to issue pay for the hours worked. Students will receive pay for any hours worked every two weeks.

**What if a student wants to earn more than the amount of their award?**
Students cannot earn more than the amount of their award unless other arrangements are made with the Edgewood Central Office.

**Work-Study and Edgewood Employment Increases**
Students may or may not be eligible for an increase in their award; it would depend on their current Work-Study award. Alterations may be necessary in order for an increase to occur. It is important to
contact the Edgewood Central Office to discuss a student’s options and to determine if an increase will have a negative effect on their work study award.

**Students should plan their work hours for the year**
Students are responsible for keeping track of their allocation and wages earned. When they come close to earning the full allocation, they either need to cease working or make an appointment with Edgewood Central to discuss options and a possible increase.

**Will a student’s earnings affect their eligibility for financial aid next year?**
The Free Application for Federal Student Aid (FAFSA) requires them to report their earnings from all sources. See the FAFSA for further instructions on how to report earnings from Work Study correctly.

A student’s current earnings (whether from Work-Study or Edgewood Employment) will not affect their aid in the current school year. However, students will indicate their income when applying for financial aid the next year, so the level of their earnings may affect eligibility for aid next year.

**When will students receive their W-2**
The W-2 is an official record of the total amount of wages earned for the calendar year. It also shows federal, state, and Social Security (FICA) taxes withheld. W-2 statements are mailed to each employee by January 31st of the year following the end of the tax year. It is important that Edgewood Central Business Office has the most current mailing address for those students who would like to have their statement mailed.