



Office of Financial Aid

On your application for financial aid, you indicated an interest in obtaining employment through the *Federal Work-Study (FWS) Program*. Unfortunately, employment through that federally-funded program cannot be offered at this time.

The University receives a limited amount of funding for the *Federal Work-Study Program*, and the funds have already been committed to other eligible students. You can, however, request that your name be placed on the ***FWS Wait List***. If other students decline their FWS awards, those funds may become available and you may be able to obtain FWS employment. Your Financial Aid Award will be revised to include Federal Work-Study if this happens. An email will be sent to your USD email address any time your award is revised, but we also recommend that you check your Financial Aid Award regularly through the *MySanDiego* portal in order to be aware of changes.

To be placed on the *FWS Wait List*, you must complete the attached form and return it immediately to the Office of Financial Aid, in the Hughes Administration Center, Room 319. In addition to being placed on the FWS Wait List, you may contact the Student Employment Center, at (619) 260-4801, if you are interested in exploring other employment opportunities.

USD offers part-time job opportunities on campus for students who do not qualify for the federally-subsidized *Federal Work-Study Program*. Approximately 500-550 of these positions exist during an academic year, primarily in Dining Services, Banquets & Catering, and the Athletics Department. In addition, the University assists USD students in finding off-campus employment within the San Diego area.

The staff of the Student Employment Center will assist you in any way they can in your search for suitable part-time employment. Please contact that office if you have any questions or need assistance. Good luck to you as you seek part-time employment to assist with your educational costs at USD.

Judith Lewis Logue
Director of Financial Aid

WTWS



**2011-2012
FEDERAL WORK-STUDY WAIT LIST REQUEST FORM**

Approval for Federal Work-Study will only be given to students who have a completed 2011-2012 Free Application for Federal Student Aid (FAFSA) on file at USD and who meet the eligibility requirements.

PLEASE PRINT ALL INFORMATION.

1. Name _____ USD ID# _____
Date of Birth _____
2. Permanent Address: _____ Phone: () _____

3. Local Address: _____ Phone: () _____

4. Class Level during 2011-2012: FR. SOPH. JR. SR. GRAD.
5. If eligible for FWS/CWO, it may impact your *Financial Aid Award* by reducing or replacing existing loans.
 Yes, I **do** want FWS/CWO to reduce/replace my loan eligibility.
 No, I **do not** want FWS/CWO if it results in a reduction/replacement of a loan.
6. Have you received a 2011-2012 *Financial Aid Award*? Yes No
7. What jobs under the Federal Work-Study Program have you had at USD?
Department _____ Date _____
8. Would you prefer to return to your previous on-campus job? Yes No
(If you marked "No", please explain on the reverse side of this form.)
9. Would you be interested in working on-campus during the summer? Yes No
10. Departmental Preferences
1st choice _____ 2nd choice _____

I understand that this is an appeal for employment under the Federal Work-Study Program; however, employment cannot be guaranteed. If I meet the eligibility requirements and I am subsequently taken off the *FWS Wait List*, I will then receive a revised *Financial Aid Award*.

Signature _____ Date _____