

Student Employment Frequently Asked Questions (continued)

What is the difference between Student Labor and Federal Work-Study?

The difference between these two programs is the funding source for the hourly wages.

- Student Labor is a work program open to all students, regardless of financial need. Student Labor positions are funded by individual on-campus departments.
- Work-Study is a need-based financial aid work program. Funds are limited and are awarded based on financial need and fund availability to eligible full-time students whose FAFSA has been received by the Federal Processor by the on-time deadline of February 15. You may only earn up to the limit of your Work-Study award for a given term or academic year.

Both programs allow students to earn money to meet educational expenses. The job types and levels of pay under the Student Labor and Work-Study programs are the same.

Are Work-Study earnings deducted from the fee bill?

No. Students must secure a Work-Study job and work to earn their funds and are paid via biweekly paycheck. You may save or spend your earnings at your discretion. Please note: Unlike other forms of financial aid, Work-Study must be earned and will not show as a credit on the fee bill.

Is there a deadline to obtain a Work-Study job?

For funds awarded for the academic year or fall semester, a Work-Study job must be secured by a deadline established each year by the Office of Student Financial Aid Services (typically by the third week in September). This deadline is posted each summer and fall on the main page of the Student Employment website: studentjobs.uconn.edu. Failure to meet this deadline will result in the loss of the Work-Study award for the entire academic year. Students who plan to work only in the spring semester must notify Student Employment by the deadline to “hold” the spring portion of your Work-Study award.

What happens if my Work-Study funds run out?

Students may not earn more than the Work-Study award amount, nor may they earn funds past last Work-Study end date of an award term. The total award is split between the fall and spring semesters. The spring portion of an award cannot be earned prior to the date specified by the Office of Student Financial Aid Services. It may be possible, however, for a student to continue employment using Student Labor funds if the employing department has funds available. Students are encouraged to discuss this possibility with employers in advance.

What if I don't earn all my Work-Study?

If you do not earn your Work-Study by the end of the term in which you received funding, you forfeit those potential earnings. An exception is made for students having full-year awards: any unearned portion from the fall semester will roll into the spring semester's earnings eligibility. Spring or academic-year Work-Study cannot be earned in the summer or within a subsequent year.

May I work more than one job?

Students can work on the Work-Study payroll and student labor payroll, but they cannot have concurrent Work-Study jobs.

What happens to a Work-Study job if I withdraw from school or enroll less than full-time?

You must notify your employer and stop working immediately if you withdraw from school. To be eligible for Work-Study, students must be enrolled full-time by a fixed enrollment date each semester (usually the last day of the add-drop period). An exception is made for graduate students in the schools of Social Work and Law, who must maintain half-time status. Students who do not meet the enrollment requirements will lose Work-Study awards for that term, and cannot continue Work-Study employment.

Can I use Work-Study if I participate in the Study Abroad Program?

No. Students studying abroad cannot earn Work-Study during the time you are out of the country. The Work-Study award for the Education Abroad semester will be canceled.

Can I earn Work-Study for internships/practicum work?

In most circumstances, students cannot be paid for internship work if you are receiving academic credit for that work. Typically, students with Work-Study may only earn money for additional hours — not those for which you receive credit — and only if the nonprofit employer has a Work-Study contract with the University. Please contact Student Employment at 860-486-3474 for details about the approval process. Any off-campus job for a non-profit organization requires prior approval by Student Employment.