

Financial Aid
To be considered for Federal Work-Study you must:

- | | |
|--|---|
| Complete a 2021-2022 FAFSA | Financial Aid Process must be completed |
| Maintain Satisfactory Academic Progress | Be registered for next semester's classes |
| Must maintain enrollment in 6 credit hours or more | Attend mandatory FWS Briefing Session |

Federal Work-Study Applicant Information

 Full Name: _____ MC ID#: _____
Last First M.I.

 Address: _____
Street Apartment/Unit # City Zip Code

Phone: _____ MC email: _____@my.middlesexcc.edu

Major at MC: _____ My career goal is: _____

 Have you participated in the Federal Work Study Program Before? Yes No

If yes, where did you work? _____ Semester & Year: _____

Why did you stop working? _____

Print off the form now, sign below & complete and sign the reverse side.
I certify that my answers are true and complete to the best of my knowledge.
I understand that false or misleading information in my application or on an interview may result in my release.

Signature: _____ Date: _____

FWS Coordinator Use Only

Approved 2021-2022 Federal Work-Study for the student named above in the amount of \$ _____

Denied 2021-2022 Federal Work-Study for the following reason(s):

- | | |
|---|---|
| <input type="checkbox"/> Not meeting Satisfactory Academic Progress | <input type="checkbox"/> Incomplete 2021-2022 FAFSA |
| <input type="checkbox"/> Insufficient financial aid need | <input type="checkbox"/> No show for Mandatory FWS Briefing Session |
| <input type="checkbox"/> Not registered for at least 6 credits | |

Other: _____

Completed by: _____

Affirmative Action Policy Statement

It is the policy of Middlesex College not to discriminate on the basis of race, creed, color, religion, national origin, age, sex, physical handicap or marital status in its educational programs, activities or employment. Further Middlesex College agrees to adhere to all federal and state statutes, orders, regulations and guidelines concerning equal opportunities.

2021-2022 Federal Work Study Agreement

Please read this Federal Work Student (FWS) Employment Agreement Form carefully so that you will understand the terms of your FWS employment. Federal regulations require you sign and accept the terms of the employment set by the college and by the government. Complete the form online, print it, sign it and drop it off in Enrollment Services, West Hall, 2nd Floor.

FWS is a unique Financial Aid Award. FWS is different from a grant (“free money”), or a Subsidized Direct Loan (the ability to borrow money from the Federal Government to pay for college expenses). A FWS Award offers the opportunity for an eligible student to work on campus or off campus at a community service location, part-time, earning at least the college minimum wage (\$12.00). Paychecks earned from FWS will be provided to the student’s working department on a bi-monthly 15th and 30th basis.

Requirements for participating in FWS include registration in at least 6 credits, and meeting the ‘Satisfactory Academic Progress’ (SAP) requirements. The FWS program operates within a fixed federal budget each year.

Please read and check the boxes below certifying your understanding of these **additional conditions** for FWS employment:

- I agree that all Federal Financial Aid (federally assisted loans, grants, FWS) that I receive will be used toward my Middlesex College education related expenses.
- I agree that I will not work while Middlesex College is closed.
- I understand that I will be paid for hours worked on a bi-monthly 15th and 30th basis and earnings are not applied directly to my account balance.
- If I do not submit my signed timesheet on time, I understand that I will not be paid for those hours until the next pay period.
- I understand that during the academic year I cannot work more than 20 hours per week. Furthermore, if I am at work for 5 hours in a given day, I am required to take a 30 minutes unpaid lunch break & record the lunch break on my timesheet.
- I understand that **I cannot report to work when I am scheduled to attend class**, even if the class is canceled for that day.
- I agree to submit a copy of my current class schedule to Financial Aid at West hall, 2nd Floor **before starting work** each semester. (Ask for FWS Coordinator, Sash Roy)

***My signature indicates that I have read this Middlesex College FWS Agreement Form, and understand all of the terms and conditions of FWS employment.**

Printed Name: _____

MC ID#: _____

Signature: _____

Date: _____