

REQUEST FOR ELIGIBILITY DETERMINATION
FEDERAL WORK STUDY (FWS) PROGRAM

Student Name (please print)

Student EMPLID

Instructions:

If you are interested in being considered for a Federal Work Study job, please do the following:

- 1) Check off the semester(s) during which you'd like to work:

_____ Fall 2019 _____ Spring 2020 _____ Fall 2020 _____ Spring 2021

- 2) Read the information directly below, then sign and date in the **Request for Eligibility Determination** section at the bottom of the page.

You must complete a Free Application for Federal Student Aid (FAFSA) in order to be considered for the FWS program. Once you have completed a FAFSA for the applicable award year (see chart below) and all related tasks, your eligibility for the FWS program can be determined.

IMPORTANT: Related tasks include all items on your To Do list and any requests for information or documentation from the Financial Aid Office. These requests may be made by phone, mail, email, through your Message Center, or in person.

SEMESTERS	FAFSA TO BE COMPLETED
Fall 2019 and Spring 2020	2019-20
Fall 2020 and Spring 2021	2020-21

- 3) Monitor your Message Center and VCCS email account for the results of this request - you can expect a response within 14 days of the date you turn this form in to the Financial Aid Office.

REQUEST FOR ELIGIBILITY DETERMINATION:

Please determine my eligibility for participation in the FWS program. I have completed the FAFSA and all related tasks for the award year(s) that correspond with the semesters during which I'd like to work.

Student Signature

Date