

Quick Facts: **Work Study and Work**

What does it mean if a student has College Work-Study or Student Employment (Work) as a part of the aid offer?

At MSU, all students are expected to work to help meet their expenses. The most common types of work expectation are College Work-Study (CWSPA) or Student Employment, but work also may take the form of a graduate assistantship or resident mentor position.

What is the difference between College Work-Study and Student Employment?

College Work-Study is awarded based upon financial need as demonstrated by the FAFSA. New students will be awarded CWSPA if they have sufficient need. Returning students must have need and have utilized CWSPA the prior year.

Students with insufficient need or who did not use CWSPA the prior year are awarded Student Employment.

The **basic difference between these two programs** is that College Work-Study is a federal program that helps the employer by reimbursing part of the cost of the student's salary. Many on-campus employers, due to budget constraints, will only hire students who have a CWSPA award.

If the student wants to use CWSPA off campus, he or she must contact the Office of Financial Aid to learn if the prospective employer is eligible. CWSPA funds can only be used off campus for non-profit employers.

Student Employment is not an award. It is simply a recommendation that the student obtain a job to help with expenses. There is no restriction on the type or location of the employment the student chooses; however, the University will not allow students to work more than 29 hours per week on campus except during breaks.

How do students find a job?

Use Handshake at <https://msu.joinhandshake.com/login> to find job listings, hints on interviewing for jobs, and more. Students can also check out the Career Services website at <http://careernetwork.msu.edu/> for information on job searches, resume writing, selecting a career or making an appointment with an advisor. For help searching for jobs or other assistance, stop by Room 113 Student Services Building or call 355-9510.

Students with an interest in working for a department or employer that does not have jobs currently listed may visit the employer and express their interest in working there.

How do students get paid?

Students working in on-campus positions receive a paycheck every two weeks. The Payroll Office recommends that a student arrange to direct deposit his or her paycheck into a personal checking or savings account. Payroll direct deposit may be arranged on-line at <http://www.ctrl.msu.edu/copayroll/directdeposit.aspx>. (Use StuInfo to sign up for direct deposit of student aid refunds and/or refunds resulting from a drop of credits.)

Student wages are NEVER applied directly to the tuition bill. Students must arrange to make a payment from their wages if they need and choose to do so.