



FINANCIAL AID OFFICE

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Summer 2022 Federal Work Study Application

Application Priority Date is March 30, 2022

Name _____ **Duquesne ID** _____
First Middle Initial Last

Date of birth _____ **Email** _____ **Mobile Phone Number** _____

- The 2021-2022 Free Application for Federal Student Aid (FAFSA) is required for consideration of all federal financial aid for the summer. Complete the FAFSA for 2021-2022 if you have not already done so. The Department of Education 2021-2022 FAFSA submission deadline is June 30, 2022.
- Will you be enrolled for Summer 2022 coursework at Duquesne University? Yes No
 - If yes, please list the # of credits you will be taking in Summer 2022 at Duquesne _____
 - If no, please be sure to review the Awarding Procedures below regarding students who are not enrolled in the summer.
- Will you be enrolled for Summer 2022 coursework at another Institution? Yes No
 - If yes, please complete the Summer 2022 Financial Aid Application and submit the necessary documents required, including your Academic Advisor’s signature.

Student Signature: _____ **Date:** _____
Please type your full name to digitally sign

Summer Federal Work Study Terms and Conditions

Awarding Procedures:

- Students will be awarded Federal Work Study for the summer 2022 if they demonstrate eligibility based on the information provided on the FAFSA. In addition, students must meet one of the following conditions:
 - Students who are enrolled at least half-time in the summer will have their summer Federal Work Study count towards their financial aid for the 2021-2022 academic year (including fall/spring/summer).
 - Students who are **NOT** enrolled at least half-time in the summer will have a portion of their summer Federal Work Study eligibility count towards their future 2022-2023 academic year (fall/spring) financial aid as “expected savings”.
- Actual earnings and the corresponding expected savings are calculated at the close of the Summer 2022 term.

Eligibility:

Students will be notified by the Financial Aid Office of their eligibility. Eligibility for Summer Federal Work-Study **DOES NOT** guarantee placement in a position. No hours may be worked until eligibility and placement are finalized by the Office of Human Resources.

Placement:

Placement is coordinated by the Office of Human Resources **after** eligibility is established. The Financial Aid Office will notify the Office of Human Resources of all accepted awards. To finalize job assignments, eligible students must contact the Office of Human Resources. Students may work up to 35 hours/week during the period of May 16 to August 19. Students carrying 6 or more summer credits are eligible for Summer Federal Work-Study only if the Office of Human Resources determines that full-time summer placement is possible, or if there are departments requiring only part-time employees.