

Federal Work-Study Employer Inquiry Form

Federal Work-Study (FWS) provides students with part-time employment to help meet college costs and, if possible, provide work experience related to their field of study. FWS is a federal, need-based funded program. Student eligibility is determined from information provided on the Free Application for Federal Student Aid (FAFSA).

Most UK Colleges/Departments may be eligible to participate in employing FWS student workers. UK on-campus offices only pay 17% of the FWS student wages plus background check (if needed).

Off-campus jobs with non-profit agencies must provide opportunities to work directly with the community.

Ineligible jobs contain any of the following characteristics:

- Displacing employees (including those on strike) or impairing existing service contracts. Replacement is interpreted as displacement.
- Partisan or nonpartisan political activity
- Constructing, operating, or maintaining any part of a building used for religious worship or sectarian instruction
- Soliciting, accepting, or permitting solicitation of any fee, commission, contribution, or gift from a student as a condition of employment

Off-campus employers cover only 25% of the FWS student wages, fringe benefits, plus background check (if needed).

Federal Work Study Information (Completed by the potential FWS Employer)	
Department/Office/Organization Name	
Are you a UK Department/Office?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Business Contact Person Name:	
Address	
Contact Person Telephone Number:	
Contact Person Email	
(Non-UK Dept/Offices) Business Website:	
Do you currently employ non-FWS student workers?	<input type="checkbox"/> Yes <input type="checkbox"/> No

For more information on Federal Work-Study for Supervisors and Guidelines, please visit our website at <https://www.uky.edu/financialaid/federal-work-study>