

THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE

WORK-STUDY PROGRAM

DISCOVER A WORLD OF OPPORTUNITIES!

Primarily funded by the federal government, federal work-study programs are need-based programs which allow students to earn a portion of their financial aid through employment on campus or in community service agencies. Students awarded work-study may apply to a variety of jobs that meet their interests and skills.

In order to be eligible for work-study, students must:

- **Have unmet need as determined by the FAFSA**
- **Be admitted into a degree-seeking program**
- **Be enrolled at least half time**
- **Be making satisfactory academic progress**



HOW WILL I FIND A JOB?

Students awarded work-study can search for jobs by creating an account or logging into the Career Center's website at uncp.joinhandshake.com/login. The instructions and direct link to the on-campus student employment system can be found there as well. All new and returning students interested in work-study or other positions on campus should go to this site. Students will need their Banner ID numbers to access the Brave Opportunities system.

HOW MUCH WILL I EARN?

Students can earn at least \$12 per hour in a work-study position. The typical award amount is \$2,500 per year (\$1,250 per semester). Students will be paid bi-weekly for the hours worked in the prior two weeks pay period. If they receive a new scholarship or grant, the work-study award may have to be reduced or canceled. Make sure to carefully review a revised award notice to see if the work-study award amount has been changed. The student must immediately report any reduction in their work-study to their employer.

CAN I CHANGE JOBS DURING THE YEAR?

Students are encouraged to remain in their position for one academic year. Keep in mind, periods of short employment may raise questions for a future employer. Their work-study job is an opportunity to establish a good work record for their resume. If a student is experiencing difficulties in their work situation, they are encouraged to discuss their concerns with their employer. If the student decides to quit their job, they should give their employer at least one week's notice of resignation. If there are conflicts that cannot be resolved to the student's satisfaction after working with their supervisor, they may contact the work-study coordinator in the Office of Financial Aid.



Eligibility does not guarantee a work-study job. In order to apply for a work-study position, students must be awarded work-study by the Office of Financial Aid.

Office of Financial Aid

Lumbee Hall
P.O. Box 1510
Pembroke, NC 28372
Phone: 910.521.6255
Fax: 910.775.4159

INTERESTED?

Contact Brave Central at 910.521.6255 for more information and to apply.

uncp.edu/career

