

**Application
for summer
Work-Study
For
students
NOT
enrolled in
summer
school**

Eligibility:

Federal Work-Study allocated during the academic year cannot be used during the summer! Academic work-study funding may only be earned during the dates specified on the work study verification form.

However, students who are eligible to receive Federal aid during the 2003-2004 and 2004-2005 academic years, may apply to receive work-study during the summer.

Funds available:

Students who are enrolled in summer session classes will receive federal work-study as part of the summer financial aid award. These students should complete a summer school financial aid application.

Students who are not enrolled in summer session classes but who will be working for either a Duke department or a non-profit participating in the work-study program may apply and receive summer work-study **if there is a valid FAFSA on file for BOTH the previous and up-coming school year.**

Non-enrolled students will be awarded Work-Study according to academic year:
Eligible rising sophomores will receive \$3950.00 in Federal Work-Study
Eligible rising juniors will receive \$4050.00 in Federal Work-Study
Eligible rising seniors will receive \$4150.00 in Federal Work-Study

Students who are enrolled in one session of summer school may apply to receive non-enrolled workstudy for the portion of the summer which they are not in class. In this case, students will be awarded half the above allocation.

Deadlines and Dates to remember:

Summer work-study awards for non-enrolled students will be determined on a rolling basis. **Summer One work-study for non-enrolled students is only valid between May 2, 2004 and June 30, 2004. Summer Two work-study for non-enrolled students is only valid between July 1, 2004 and August 8, 2004.**

Summer Earnings Requirement:

Federal work-study earned during the summer will be counted toward the student's summer earnings requirement.

Finding a Job

Students interested in finding a summer job on Duke's campus should visit the BlueDeviltrak website accessed through the Career Development Center at: <http://career.studentaffairs.duke.edu/mcc/Monster/monster.html>

Students interested in finding work at a non-profit should contact the Community Service Center at: <http://csc.studentaffairs.duke.edu/students/workstudy.html>.

All non-profits participating in the work-study program must sign a contract with the work-study office.

Please fill out the following form to receive Federal Work-study funding for the summer period between May 2, 2004 and August 8, 2004. Students who meet the eligibility requirements will receive the summer work-study verification form via e-mail.

Full Name: _____

Social Security No. _____

Year in school as of 5/13/2004 (please circle): 2 3 4 grad

Today's Date: _____

Current Address (include zip code) and phone number:

Valid until date: _____

Summer Address (include zip code) and phone number if available:

E-mail address: _____

Please read and check one of the following:

____ I will not be enrolled in summer courses. I will work for a Duke department or a non-profit participating in the work-study program during the summer.

____ I will be enrolled in summer one courses. I will not be enrolled in summer session two courses, and wish to apply for non-enrolled workstudy valid July 1 to August 8.

____ I will be enrolled in summer two courses. I will not be enrolled in summer session one courses, and wish to apply for non-enrolled workstudy valid May 2 to June 30.

Please read and check:

____ I have completed my FAFSA for 2003-2004 **AND** 2004-2005. **(We must have both FAFSA reports in our office to award summer work-study)**