

## **New Student Employment College Work Study Policy**

New changes to UNT's [Student Employment College Work Study Policy \(05.001\)](#) and application process make it easier for students and hiring departments to take advantage of cost-savings employment positions on campus.

A College Work Study position is funded in whole or in part by federal, state or institutional funds awarded to a student based on financial need and requires the student be currently enrolled a minimum of half-time during the time of employment. These positions do not include salaried graduate student employees or positions posted and recruited through Human Resources or Academic Resources. College Work Study positions, like other student positions, are posted through UNT's Career Center on [Handshake](#).

Effective Sept. 8, College Work Study students now may work a maximum of 25 hours per week during the semester of employment, an increase from 20 hours a week. And they may work up to 40 hours per week when classes are not in session between Fall and Spring (including Winter Session) semesters, between Summer and Fall, and the week of Spring Break, provided the student has college work-study funding available.

While in the past it was required to create two job postings on [Handshake](#) — one for College Work Study student applicants and one for other student applicants — hiring managers now only need to create one student job posting. After narrowing candidates to finalists, the hiring manager should email the list with student names and IDs to [collegeworkstudy@unt.edu](mailto:collegeworkstudy@unt.edu), and Financial Aid will review for financial awards and eligibility and return to the hiring manager. Even if a student was not originally awarded work study, students can be eligible and possibly awarded.

“College Work Study is a tremendous cost savings for departments who hire these students with as much as 70% of students’ earnings funded by work-study program,” says Patricia Chastain, associate director of student employment in UNT’s Career Center. “Also research shows that College Work Study students tend to have higher G.P.A.’s and retention rates.”

The Career Center offers individual consultations with departments to share all of the benefits of work study. To learn more, contact Patricia Chastain in the Career Center at [Patricia.Chastain@unt.edu](mailto:Patricia.Chastain@unt.edu) or 940-565-2105.