

Work-study Assistance

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Summary

If a member of the Selected Reserve (the individual reserve component decides who is eligible for the program) or dependent is a full-time or 3/4-time student in a college degree program, or a vocational or professional program, they can participate in an "earn while you learn" program including the VA Work-study Allowance Program. Additionally, all students with proven financial need (generally through the FAFSA application), regardless of military affiliation, are eligible for the Federal Work-study program. Through these programs, participants are placed in part-time employment positions and given wages with the intent of reducing educational expenses.

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Quick Guide: Department of Veteran Affairs (VA) Work-study Allowance Program Application Process

1. Select the most convenient work-study contact (i.e., any VA regional office, any VA office or Vet Center, a local VA representative, a reserve education and incentives officer). This contact will be State specific.
2. Download and complete the [work-study application](#).
3. With the advice of the work-study contact, submit the application to the appropriate State location.

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Frequently Asked Questions

Q. How does an applicant apply for the Federal Work-study Program?

A. An applicant applies for FWS by filling out the FAFSA and indicating that you wish to be considered for the program. The school will consider your application and list your FWS with your other awarded aid. Usually, these programs work in conjunction with grants, loans and scholarships to ensure that you get the required monies to pay for your education fully.

Q. Who is eligible for the Federal Work-study Program?

A. Any student can apply, provided they have serious financial need and are enrolled for the required number of hours per semester. An undergraduate student must be enrolled for a minimum of six hours per semester. A graduate student, on the other hand, must be enrolled for at least three hours per semester.

Q. What kinds of jobs are available through the Federal Work-study Program?

A. Students who work on campus usually work for their school. The employer for students who work off-campus will usually be a private nonprofit organization or a public agency, and the work performed must be in the public interest. The school might have agreements with private for-profit employers for Federal Work-Study jobs. This type of job must be relevant to the student's course of study (to the maximum extent possible). There might be further restrictions on the jobs that can be assigned if they attend a career school.

Q. How much do students earn in the Federal Work-study Program?

A. Undergraduate students are paid by the hour. Federal Work-Study students may not be paid a commission or fee. The school must pay the student directly (unless the student provides other instructions) and at least monthly. Wages for the program must equal at least the current federal minimum wage but might be higher, depending on the type of work the student does and the skills required. The amount a student earns can't exceed the total FWS award. When assigning work hours, the employer or financial aid administrator will consider the student's award amount, class schedule, and academic progress.

Q. Who is eligible for the VA Work-study Allowance Program?

A. The VA work-study allowance is available to persons training under the following programs:

- Post-9/11 GI Bill – (Title 38, USC, Chapter 33)
- Montgomery GI Bill – Active Duty (Title 38, USC, Chapter 30)
- REAP Participants
- Montgomery GI Bill – Selected Reserve (Title 10, USC, Chapter 1606)
- Post-Vietnam Era Veterans' Educational Allowance Program (Title 38, USC, Chapter 32)
- Dependents' Educational Allowance Program (Title 38, USC, Chapter 35)
- Eligible dependents under Title 38, USC, Chapter 35 may use work-study only while training in a State.
- National Call to Service Participants
- Vocational Rehabilitation & Employment Program – (Title 38, USC, Chapter 31)

Q. How are students selected for the VA Work-study Allowance Program?

A. VA will select students for the work-study program based on different factors. Such factors include:

- Disability of the student
- Ability of the student to complete the work-study contract before the end of his or her eligibility to education benefits

- Job availability within normal commuting distance to the student
- VA will give the highest priority to a veteran who has a service-connected disability or disabilities rated by VA at 30% or more.

Q. How much money can be earned through the VA Work-study Allowance Program?

A. Participants earn an hourly wage equal to the Federal minimum wage or your State minimum wage, whichever is greater. If in a work-study job at a college or university, the school may pay you the difference between the amount VA pays and the amount the school normally pays other work-study students doing the same job. Participants may elect to be paid in advance for 40 percent of the number of hours in the work-study agreement, or for 50 hours, whichever is less. After completing the hours covered by the first payment, VA will pay the participant each time 50 hours of service are completed. The total number of hours worked can't be more than 25 times the number of weeks in the enrollment period.

Q. What type of work may be done through the VA Work-study Allowance Program?

A. Services performed under a VA work-study program must be related to VA work. Examples of acceptable work are:

- Processing VA paperwork at schools or VA offices
- Performing outreach services under the supervision of a VA employee
- Performing services at VA medical facilities or the offices of the National Cemetery Administration

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Links

- [ARNG Education Home Page](#)
This comprehensive website serves as the premier source for education, incentives, and employment services information as it applies to Army National Guard Soldiers.
- [VA Work-study Website](#)
This site contains general information about the VA Work-study Allowance Program including eligibility, the type of work that will be assigned, and earning caps.
- [Federal Work-study Website](#)
The FWS website is the most comprehensive website on Federal Work-study including information regarding eligibility, the application process, jobs available, and frequently asked questions.

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References

Regulations

- Public Law 92-540
- Public Law 93-508
- [Title 10, United States Code - Armed Forces](#)
- [Title 38, United States Code - Veterans' Benefits](#)

Documents and Forms

- [ARNG Education Benefits Brochure](#)
- [ARNG Education Benefits Handbook July 2010](#)
- [VA Form 22-8691, Work-study Assistance application](#)

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Points of Contact

- G.I. Bill General Information
Phone: 1-888-GI Bill-1 (1-888-442-4551)
- ARNG Education Support Center
Email: esc@pec.ngb.army.mil

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