

Federal Work Study (FWS) FAQ

How the Federal Work Study Program Works

Students who file a FAFSA and qualify for FWS are able to work part time positions at their University. They are awarded a particular amount of money they can earn depending on their salary, the amount of hours worked, as well as how much federal aid their school has been given.

How to Get Hired as a FWS Employee

1. Claim your account with Handshake at pba.joinhandshake.com using your PBA email and login.
2. Check your Federal Work Study status on your Financial Aid Portal on my.pba.edu under the Student Finances page. Contact the Financial Aid office if you are unsure of your FWS eligibility.
3. If you are eligible, email careerdevelopment@pba.edu to request your Federal Work Study status to be updated on your Handshake account.
4. Now you can search "PBA" to find all departments on campus that have posted FWS positions and begin applying.

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Am I guaranteed the money that FAFSA awards me as FWS dollars?

No. You are able to earn up to that amount, if you are hired and work enough hours to earn it if your department has been awarded enough federal dollars to pay you that amount.

How much do I get paid as a FWS employee?

Pay is negotiated and determined by the department you are hired by.

When do I get paid and what can I spend my earnings on?

FWS employees are paid on a monthly basis, the calendar can be found on the Human Resources page of my.pba.edu. Your earnings can be spent on anything and are not limited to school related costs.