

## College Work Study Request 2011-2012

Use this form to request College Work Study for 2011-12. Please contact the Office of Financial Aid at 734-462-4433, if you have questions on completing this form.

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Student Number: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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Check one:

- I had College Work Study (CWS) last year (2010-11)
- I did not have CWS at Schoolcraft last year (2010-11)

I would like to receive CWS for the following terms:

- Summer 2011
  - Fall 2011
  - Winter 2012
  - Spring 2012
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By submitting this request, and signing below, I acknowledge that:

(Please check each box)

- Submitting a CWS request does not guarantee that I will be awarded.
- Receiving a CWS award does not guarantee that I will be hired for a CWS position.
- I must be eligible for the Pell Grant to qualify for CWS.
- I must enroll in a minimum of three (3) credits each for spring and summer, and a minimum of six (6) credits each for fall and winter to be eligible for any CWS award I receive.
- I must stop working immediately, if I fall below the above credit hour minimums.
- I am allowed to work a maximum of 20-25 hours per week.
- Failure to register in a timely manner for courses may result in the forfeiture of my CWS award for that semester.
- I will contact the Office of Financial Aid immediately, if I decide to decline my CWS award, so it can be awarded to another student.

X \_\_\_\_\_  
Signature Date

**Fax, mail or bring this form to:** Office of Financial Aid Phone: 734-462-4433  
18600 Haggerty Road Fax: 734-462-4527  
Livonia, MI 48152 Email: [finaid@schoolcraft.edu](mailto:finaid@schoolcraft.edu)