



2009-2010 UNTHSC WORK-STUDY VERIFICATION FORM

I. Completed by the student

Name: _____ Student ID#: _____

Will you work for another department at UNTHSC? _____

If no, go to the section II. **If yes**, is it a FWS position? _____ Hours per week worked? _____

Additional hours requested: _____

II. Completed by the Financial Aid FWS Coordinator – EAD Room 247

Student is eligible for Federal Work-Study

Student is eligible for Texas Work-Study

Student is not eligible for Work-Study

Total Hours Allowed: _____
Max 19 hrs per session and 40 per non-session

Total Amount Allowed: _____
Amount used from June 1, 2009-May 30, 2010. Amount subject to change.

Employment Start Date: _____
Effective date on HRM cannot be prior to this date.

Employment End Date: _____

Financial Aid Office _____ Date: _____

III. Completed by Hiring Department

Job Name: _____ Rate/ hour: _____

Department Name: _____ Department Contact: _____

Contact Phone: _____ Signature: _____

IV. Completed by Human Resource Services. Department delivers form along with HRM-6.

Student has completed all HRS paperwork necessary to be hired.

Signed copy of this form has been given to Financial Aid Office.

Human Resource Services: _____ Date: _____