

WILBERFORCE FWS WEEKLY HOUR CALCULATOR FORM

Acceptance of Federal Work Study Award/Assignment

August 2014 – May 2015

Please return this page to the Office of Student Financial Services

It is your responsibility to ensure you do not exceed your semester allocation. This form is being provided to help you understand the calculation on how your Federal Work Study will balance your allocation for the each semester.

You and your supervisor can ask for an increase in your Federal Work Study allocation; however, an increase will be based on the availability of FWS funds and is not guaranteed. Additional documentation will be required.

At no time can you work more than 20 hours a week or 8 hours a day.

1. FORMULA

Award Amount \div Rate of Pay \div 2 = Total hours of work per semester

Total hours for the semester \div 15 Weeks in semester = Hours per week you can work

2. EXAMPLE

\$2500 Award Amount \div \$8.75 rate of pay \div 2 semesters = 142.85 hours of work for the semester

142.85 hours for the semester \div 15 weeks in semester = 9.52 hour per week you can work

3. EXAMPLE

\$3500 Award Amount \div \$8.75 rate of pay \div 2 semesters = 200 hours of work for the semester

200 hours for the semester \div 15 weeks in semester = 13.33

4. YOUR CALCULATION

_____ (award amount) \div _____ (rate of pay) \div 2 = _____ Total hours of work per semester

_____ (total hours for the semester) \div _____ (weeks in semester) = _____ Hours per week you can work

Please remember there are 15 weeks in each semester

Student Signature

Date