

Please refer to Tennessee Board of Regents [Policy 03:04:01:00](#)

The following is a brief description of Pellissippi State Community College's student employment policy handled through the Financial Aid office.

Federal Work Study Program (FWSP) - Only students who are eligible based on Federal Regulations can be hired for the FWSP. For work-study, the student must file the Free Application for Federal Student Aid (FAFSA) and have need determined by comparing available resources with the student's cost of attendance at Pellissippi State. Students with need may be offered federal work-study. Upon the student's acceptance, the Financial Aid office sends the student for an interview for a work-study position. Students not accepted on the first or second interview may be automatically assigned to a department. Once a student is assigned to a supervisor, he/she remains on that assignment for the duration of the award, normally an academic year, unless a transfer is requested by either the supervisor or the student. The student is assigned a certain number of hours to work each semester which cannot be exceeded without prior approval from the Financial Aid office. The wage per hour is at or above minimum wage, and students are paid on the last working day of each month.

The number of work-study positions is determined by the federal allocation for the FWSP for each fiscal year from July 1 to June 30.

Academic Work Study (AWS) - Academic Service Scholarships are for tuition/fees only and are based on scholastic achievement and the fulfillment of a designated work obligation. AWS awards are available to first-time students who graduated from high school within the current year with a minimum grade-point average of 2.9. All students awarded Academic Service Scholarships must be enrolled as full-time students and must maintain a minimum grade-point average of 2.5 for continued eligibility. Students who submit their Pellissippi State Admissions Application by March 15 will receive priority. Scholarships may be awarded up to four semesters.

Institutional Work-Study Program (IWS) - Student must file a Work-Study application for IWS. This award does not require financial need. IWS awards and work assignments are made based on the combined need of the student and Pellissippi State. Full-time, ¾-time and ½-time students are eligible for IWS and must commit to 120, 90 or 60 hours of work, respectfully, during the semester.

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