



Date: January 20, 2009

To: UGA FWS Departments

From: Bonnie Joerschke, Director Student Financial Aid

Subject: FY10 Important Change to Departmental FWS Billing Process

Institutions participating in the Federal Work-Study Program (FWS) are required by law to provide from institutional funds a 25 percent match of FWS student earnings. Historically, the Office of Student Financial Aid (OSFA) has billed participating departments once a year for 20 percent of their students' FWS award amounts. The Vice President of Student Affairs had funds budgeted to provide the remaining 5 percent match for all University departments. In April 2008, OSFA began reporting to the Office of the Vice President for Instruction (OVPI); this 5 percent match is not part of the OVPI budget.

Effective FY10, the University will implement a process in which departments are charged 25 percent of their FWS student(s) earnings each pay period. This means you will only match what your student(s) actually earn, which will benefit departments when students do not earn their full FWS awarded amount or do not return for spring semester. If a student with a maximum \$3000 FWS award earns 100 percent of his or her award, your contribution will increase by \$150 (\$750 total).

We wanted to provide you this information now so you can include this change when formulating your FY10 operating budget. We will provide you with details about the actual process changes as soon as they are available. If you have any questions, please call our FWS Coordinator, Ms Sherryl Fern at 542-2028 or Mr. Jay Mooney, Associate Director for Operations at 542-8196.