

## **Federal Work-Study Program**

Mitchell Community College offers a Federal Work-Study Program (FWS) that provides funds earned through part-time employment at the school. FWS is a form of financial aid and is offered on a first-come, first-served basis to eligible students. Contact the Financial Aid Office, if you are interested in this program.

### **General terms and conditions applicable to the Federal Work-Study program:**

Information contained in the educational records of other students is confidential and must not be discussed or shared with anyone other than the immediate supervisor.

FWS students must adhere to work schedules as established.

FWS students must follow all policies and procedures in respect to time sheets and absences.

FWS students are responsible for transportation to and from work.

FWS students will not work during regularly scheduled classes.

The College reserves the right to terminate a Federal Work-Study agreement in the event that funds are not available, academic progress is unsatisfactory, or conduct is unsatisfactory.