RS = Recruiting Solutions  
FWS = Federal Work Study

Federal Work study (FWS) approval and forms remain the same. Questions should be directed to Financial Aid & Scholarships.

Create position in RS. Note FWS in funding section

Budget & Ag Budget

Once opening is approved, copy job opening link from RS and place in posting on Career Link

Post on the web (RS) and CareerLink

Req for hire of FWS student identified

Budget & Ag Budget

Add Tammie Reger Financial Aid Administrator here

Hire approved

Submit to Payroll Office. Onboarding process starts