

## **Graduate Student Federal Work Study Program 2011-2012**

Graduate Studies and the Financial Aid Office are pleased to announce funding for the Graduate Student Federal Work Study Program. Awards of up to \$5,000 are available for the 2011-2012 academic year for master's students who are eligible for federal work-study. Graduate students are supervised by graduate program faculty to perform specific research activities that are supported by the departments. The Humboldt Loyalty Fund, which includes donations from alumni and other supporters of HSU, will provide the 25% match for the federal funds. Approximately \$50,000 of work study funds are available. These funds will be awarded to departments to support research, scholarly, and creative activities of faculty and their graduate students. Approval of an application must be obtained by the Department Chair and the Graduate Coordinator.

### Purpose:

The program is designed to provide financial support for graduate students. Currently there are limited financial support mechanisms for graduate students. Specific purposes are:

- To match qualified master's students who are eligible for work-study funding with faculty members who have research/creative projects requiring a graduate student assistant
- To assist with graduate student recruitment and retention
- To promote meaningful graduate level research and creative activity opportunities for students
- To support students in their research and creative activities working in cooperation with faculty

### Eligibility:

Graduate students must apply for financial aid using the FAFSA (Free Application for Federal Student Aid). The FAFSA may provide a work study allocation as part of a financial aid package. The priority deadline for filing the FAFSA is March 2, but later applications will be considered. Students must be enrolled in at least 6 units. New students cannot begin research projects until they have registered for fall 2010 classes. The Financial Aid Office will verify the financial aid eligibility of students. Any approved Federal Work-Study participation cannot begin until after September 1, 2011.

Application:

Interested faculty should complete the application and describe one project for which a research assistant is needed. This statement should include a description of the work to be performed by the graduate research assistant and any particular qualifications or skills needed by the student. To insure the availability and eligibility of graduate assistants, faculty proposing a project may submit no more than two names of students, including student ID numbers. If selected to receive funding, the department must assume full responsibility for providing assistance with the Federal Work Study Time Voucher and using the Chartfield String that is assigned to them. A code identifying the Federal Work Study Program will be used. Faculty may select more than one student; however, the total award to any one faculty member cannot exceed \$5,000.

Deadlines:

Applications from faculty must be submitted by Friday, May 20, 2011. The attached application form must be used.

Application Form

Graduate Program and Option: \_\_\_\_\_

Faculty Name: \_\_\_\_\_

Department: \_\_\_\_\_

Description of Research/Creative Project: \_\_\_\_\_

\_\_\_\_\_

Statement of how the proposed research activity will contribute to the graduate student's education and the faculty member's project: (Attach a separate sheet if necessary) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name and ID of Student(s): \_\_\_\_\_

\_\_\_\_\_

Student Qualifications for the Research Activity: \_\_\_\_\_

\_\_\_\_\_

Description of Student Activity :(Attach a separate sheet if necessary) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Department Chair approval** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Graduate Coordinator approval** \_\_\_\_\_ **Date:** \_\_\_\_\_