

UKG for Federal Work-Study

Better manage student workers while enhancing engagement

Improve compliance to ensure future funding

Colleges and universities need student workers to help campus operations. The Federal Work-Study (FWS) program exists to provide federal funds for these student jobs. Students qualify to perform these jobs based on their financial need. When universities accept FWS funds, they are required to keep meticulous records of student time worked for all jobs across campus. These records are then provided to the federal government as proof of proper expenditure as dictated by FWS guidelines. Colleges and universities must prove that students meet the criteria to participate, including working less than the maximum hourly threshold. This is particularly challenging when a student is working multiple jobs under multiple managers.

A complete view of all jobs students work (under FWS and from other funding sources) must be visible to managers and administrators to ensure compliance and future funding. Manual or paper processes add complexity to the process and leave room for data entry or processing errors. Colleges and universities that can't show proper expenditure records risk their eligibility for FWS funding.

UKG for Higher Education can greatly enhance your ability to track, manage, and report on FWS students. This automated workforce solution allows you to:

- **View all student jobs** via one timesheet in a unified system
- **Minimize the risk** of exceeding weekly hour allowances
- **Set up alerts** to monitor weekly hour limits
- **Leverage the Work-Study Tracking Report** with real-time data
- **Reduce risk of overspending** with visibility into hours worked
- **Enhance engagement** with self-service tools and technology

[UKG for Higher Education](#) helps protect your Title IV FWS funding by having real-time, clear, and accurate reports on how FWS money is spent, ensuring you have funds to support your students today and in the future.



Roughly **1 in every 10** full-time, first-year undergraduates receive federal work-study subsidies each year*

*Paul Fain, Making Work-Study Work, Inside Higher Ed (July 31, 2015), found at <https://www.insidehighered.com/news/2015/07/31/federal-work-study-pays-best-students-public-colleges-increases-debt-loads>.