



Federal Work-Study Program Request Form
(Transfer of Fall/Spring FWS Award to Summer)

As an eligible recipient of a Federal Work-Study award for the **upcoming** academic year, I have been notified that FWS funds are finite. Additionally, I have been informed that the majority of students utilize their FWS award during the fall and spring semesters. However, continuing Brooklyn College students who have special circumstances may meet with the FWS Coordinator to request the transfer of FWS funds from the **upcoming** fall/spring to summer. Students may be eligible to return to their spring site or select from available off-campus positions. **Students who opt to work for the summer are not guaranteed any additional funds for fall/spring placement.**

After advisement and careful consideration I am selecting the following option:

- A) ☐ to use my FWS award for Fall 20__ - Spring 20__
- B) ☐ to use my FWS award during Summer 20__
- C) ☐ to utilize \$ _____ of my FWS award during the Summer and the remainder \$ _____ for Fall ____

Student's signature _____ Date: _____

Complete this section if you chose option B or C.

I, _____, S.S. # _____ - _____ - _____,
First Name Last Name

have special circumstances and request to transfer my 20__ - 20__ academic year FWS award of \$ _____ to the summer.

- ☐ I am attending summer school for 6 or more credits
- ☐ Not attending summer school or registered for **less** than 6 credits

I understand it is my responsibility to register and maintain a minimum of 6 credits as a matriculated student for the Fall 20__ semester. I must notify the office of any changes that may arise. As a student graduating I must maintain 6 credits towards the completion of my degree.

Student's signature _____ Date: _____

FWS Coordinator's signature _____ Date: _____