

Johns Hopkins University

Student Employment Services

Garland Hall, room 72
3400 N. Charles Street
Baltimore, Maryland 21218
(410) 516-8421 phone
(410) 516-6460 fax
<http://www.jhu.edu/stujob>

Memorandum

To: All Federal Work-Study Employers, Supervisors, and Students

From: Ellen Ostendorf, Associate Director/FWS Coordinator
Office of Student Financial Services

D. Lynn O-Neil, Director
Student Employment Services

Date: December 2, 2008

Re: Federal Work-Study during Intersession

We are pleased to be able to extend the Federal Work-Study/Community Service/America Reads program during Intersession. The following bullets outline the rules for the use of FWS during intersession.

- Funding will run from January 5 to January 18, 2009.
- Federal Work Study (FWS) will cover up to 20 hours per week during the 2009 Intersession period.
- Students may work up to 37.5 hours during Intersession, but hours worked in excess of 20 will automatically be charged 100% to the hiring department. No additional payroll documentation is required.

Please be aware that students are not awarded additional FWS funding to work during Intersession. If they choose to work they will be depleting their academic year Federal Work-Study allotment.

Should you have any questions, do not hesitate to call the Office of Student Employment Services at (410) 516-8421.