

General Workstudy Policies

The North Greenville Work Study program is designed to assist full-time traditional undergraduate students attending classes on the main campus with attendance expenses and provide work experience for students to help prepare for the job market after graduation.

Effective: Fall 2010 –

Family members may not work together as Supervisor / Work Study.

Students not eligible for undergraduate Work Study include:

- Dual Enrollment, Graduate Students

International students must have a social security card in order to work, and must obtain a letter from the Workstudy Coordinator to pursue a card.

Effective: Fall 2012 –

Students previously dismissed from the Work Study program will be reviewed on a case-by-case basis.

- Students who are dismissed from the Work Study Program have three days from the date of dismissal to appeal the decision to the Work Study Coordinator in writing.
- The appeal will be reviewed with the Vice-President of Enrollment Services and/or the Vice-President of the department involved.

Effective: Spring 2016 –

Students must be **full-time traditional undergraduate students attending classes on campus** to qualify during traditional Fall and Spring terms.

Work Study students that are also employed part-time with North Greenville University may not exceed a combined 29 hours per week.

Faculty and staff must be full-time employees of NGU to request a Work Study.

This policy supersedes all policies established prior to 03/16/2016.

Any questions regarding this policy should be directed to the NGU Work Study Coordinator.

