



WILLIAM CAREY
UNIVERSITY

Work-Study Checklist

Complete FAFSA

You can find the FAFSA application on the [Federal Student Aid](#) website.

Complete Student Worker Application

The application is in your [Indigo Portal](#). Use your WCU eMail address to apply. **Only new work-study students must submit an application.**

Register for classes for the terms you plan to work.

Ask supervisor to submit Work-Study Request Form

Complete onboarding with Human Resources

For questions, contact Hannah Beth Prescott at hprescott@wmcarey.edu.

**A student cannot begin work without receiving an e-mail from
Financial Aid confirming the approved hours and date of hire.**