

How to become a Federal Work Study (FWS) student

01

Complete the FAFSA online

- Visit: studentaid.gov.
- School code: 001245.

02

Get awarded FWS

- Check your student portal and complete any outstanding financial aid requirements.
- Not awarded yet? Contact the Financial Aid Office to inquire about your eligibility at (909)274-4450.

03

Complete FWS Student Orientation

- Required for all students for each year they would like to participate in the FWS program.

04

Apply for FWS jobs on Handshake

- Visit the Career Center for job search, resume help and interview tips.
- Download, complete, and submit the FWS Employment Application to each job posting you apply for.

05

Get hired

Got offered a job?

- Bring us your govt. issued ID and social security card.
- Complete your onboarding hiring forms and sign your FWS contract. (Look for emails from "Etrieve Softdocs")

Questions? Contact us!

Financial Aid



Financial Aid
(909)274-4450

www.mtsac.edu/financialaid/

Career Center
(909)274-4510

www.mtsac.edu/careercenter/

Career Center

