



## HOW TO APPLY FOR WORK STUDY

Work study is federal and state funds for part time employment. Need and non-need based funds are available!

### ELIGIBILITY CRITERIA

- FAFSA is submitted; demonstrated need\*.
- Enrolled at least half time.
- Maintaining good academic standing.  
Undergraduate: 2.0 GPA  
Graduate: 3.0 GPA
- Job acquired and all forms submitted.
- ASSET & DACA Students may be eligible for Colorado work study.  
*CASFA completion required.*

*\*Income changes, year in school, household size, etc can all impact need and award amounts.*

### COMPLETE YOUR FAFSA

- Apply for the [Free Application for Federal Student Aid](#).

### FIND A JOB

- Search open positions on the [Handshake Job Board](#).
- Once hired, mention your interest in work study.

### COMPLETE AND SUBMIT FORMS

- Complete the [Work Study Request Form](#).
- Attach and submit your **Letter of Intent to Hire** or **Work Authorization** from your employer.
- Watch your [UCDAccess student portal](#) and email for updates on your award.
- Once awarded work study, start working.

### NEED HELP? HAVE QUESTIONS?

#### Financial Aid & Scholarships Office

Awarding Questions!

FAFSA assistance!

[FinancialAid@ucdenver.edu](mailto:FinancialAid@ucdenver.edu)

**303-315-5969**

Student Commons Building  
1201 Larimer Street, #1107 (Lynx Central)  
Denver, CO 80204

#### Career Center

Resume writing assistance!

Job search help!

[CareerCenter@ucdenver.edu](mailto:CareerCenter@ucdenver.edu)

**303-315-4000**

Tivoli Student Union Annex  
900 Auraria Parkway Suite 439  
Denver, CO 80204