



## Application

### Federal Work Study Experiment Program

2021-2022 Academic Year and 2022-2023 Academic Year

Welcome to the Federal Work Study Experiment (FWS-EXP) Program! This application is intended for local non-profit agencies, state and federal government entities, service organizations and public schools.

As a FWS-EXP employer, you will be providing a career exploratory, meaningful, and supervised work experience for students. Students hired by your organization will be earning their federal financial aid FWS-EXP award and will be paid through Rowan University. Although there is no monetary cost to you, please remember that it will be your responsibility to supervise the student worker and verify their hours.

In order to participate in this program, please complete this application. In addition to this application, you are being sent a contract and a list of employer guidelines. Please complete the application, read the guidelines, sign the contract, and return these items to: Deniz Dennery, Office of Career Advancement, Rowan University, 201 Mullica Hill Road, Savitz Hall, Glassboro, NJ 08028, by scanning to [dennery@rowan.edu](mailto:dennery@rowan.edu).

***\*\*Please do not conduct student interviews, intend to hire, or hire any Rowan University students through the FWS-EX Program unless you first have a confirmation of participation from the Office of Career Advancement and communication of the students FWS-EXP eligibility.\*\****

If you need further information, call Deniz Dennery, Program Assistant at (856) 256-4334 or email [dennery@rowan.edu](mailto:dennery@rowan.edu). The Office of Career Advancement at Rowan University looks forward to working with you. Thank you!

### Organization Application

Agency/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone#: \_\_\_\_\_ Alternate Telephone#: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

Tax Exempt ID Number: \_\_\_\_\_

Agency/Organization Mission Statement & Description of Clients Served:

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Funding Sources (i.e. Federal, State, County, United Way): \_\_\_\_\_

Please indicate what percentage of your client base is low income (if applicable): \_\_\_\_\_

Has your agency/organization hired students through the FWS program in the past?  Yes  No

If yes, what year(s): \_\_\_\_\_

How many students? \_\_\_\_\_

Average length of employment: \_\_\_\_\_

Jobs that you would like considered for the program for student employment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have job descriptions for these positions?

Are these positions posted in Rowan University's ProfsJobs (<http://www.rowan.edu/profsjobs>)?

Yes  No

Anticipated Start Date: \_\_\_\_\_ Anticipated End Date: \_\_\_\_\_

Days of the week needed: \_\_\_\_\_

Number of hours per week (A student may not work more than 25 hours per week): \_\_\_\_\_

Anticipated hours (example 8am - 12pm): \_\_\_\_\_

Number of students needed for these positions: \_\_\_\_\_

Name of student supervisor (if different from above): \_\_\_\_\_

Telephone#: \_\_\_\_\_ AlternateTelephone#: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address (street, city, state, zip code): \_\_\_\_\_

\_\_\_\_\_

Location of position if other than supervisor's mailing address: \_\_\_\_\_

Job Description (may attach separately if necessary): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Preferred Job Skills & Qualifications:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_