

## Summer + Fall 2023 Federal Work-Study Student Employment Cut-Off Dates Office of Student Employment

The listed cut-off dates/deadlines are what our office uses to confirm all employment documents have been received to provide students with corresponding start dates, contingent on the start of the next pay cycle within that review period. The Office of Student Employment will communicate additional information related to start dates once students accurately submit all required documents.

### Renewal Employment Paperwork Cut Offs Dates – Deadlines\*

\*These cut off dates cannot be amended.

5/25/2023
6/8/2023
6/22/2023
7/6/2023
7/20/2023
8/3/2023
8/17/2023
8/31/2023
9/14/2023
9/28/2023
10/12/2023
10/26/2023
11/9/2023
11/22/2023
12/7/2023

Start dates are not revealed as it may encourage students to begin working without a confirmed start date from the Office of Student Employment.

**Renewals-** To be reviewed for a corresponding start date, all documents must be submitted and accurately completed by these cut off dates. Submitting by this deadline does not guarantee a start date.

**\*Once documents are received, the initial review period can take approximately 3-5 business days. Further guidance will be provided at the time of our review.**

► November 22<sup>nd</sup> is the last day to accurately submit renewal employment paperwork for Fall 2023 FWS. Any documents submitted thereafter will be held and reviewed for Spring 2023.

### New Hire Employment Paperwork Cut Offs Dates – Deadlines\*

\*These cut off dates cannot be amended.

Please note, forms must be submitted **no later than 11 am** on each cut-off day.

6/1/2023
6/15/2023
6/29/2023
7/13/2023
7/27/2023
8/10/2023
8/24/2023
9/7/2023
9/21/2023
10/5/2023
10/19/2023
11/2/2023
11/16/2023
11/30/2023
12/14/2023

Start dates are not revealed as it may encourage students to begin working without a confirmed start date from the Office of Student Employment.

**New Hires –** To be reviewed for a corresponding start date, all documents must be submitted and accurately completed by these cut off dates. Submitting by this deadline does not guarantee a start. In addition, start dates are also contingent on communication from HR confirming section two of the I-9 is completed by our internal deadlines. These cut off dates cannot be amended.

**\*Once documents are received, the initial review period can take approximately 3-5 business days. Further guidance will be provided at the time of our review.**

► November 30<sup>th</sup> is the last day to accurately submit new hire employment paperwork for Fall 2022 FWS. Any documents submitted thereafter will be held and reviewed for Spring 2023.