

Fall 2025 Work-Study Pay Schedule

Only students who have: (1) viewed the online PowerPoint orientation presentation; (2) completed the work-study packet with their supervisors; and (3) returned a signed work-study contract may start work on Aug. 22, 2025.

Supervisors are required to submit an eTimesheet online on the Timesheet due dates indicated below. **Timesheets must be submitted electronically by the supervisor or designated representative on the placement card. Any time worked not submitted on the scheduled due date must be submitted and processed on the next pay period.**

REMINDER:

Under no circumstances are you to work over your work-study award amount.

Pay Period	eTimeSheets Due for Submission	Pay Date
August 22 – September 4	September 4	September 19, 2025
September 5 – September 18	September 18	October 3, 2025
September 19 – October 2	October 2	October 17, 2025
October 3 – October 16	October 16	October 31, 2025
October 17 – October 30	October 30	November 14, 2025
October 31 – November 13	November 13	November 28, 2025
November 14 – November 27	November 27	December 12, 2025
November 29 – December 11	December 11	December 26, 2025

For more information, visit our website at <https://www.nsu.edu/enrollment-management/financial-aid/work-study> or contact Shakehma Bonney via e-mail at sbonney@nsu.edu or by phone at 757-823-8953.

REMINDERS:

1. The first workday for the fall 2025 semester is Aug 22nd for students who have signed and returned their signed fall 2025 Work-Study contracts.
2. Please make sure to report a change of address to the Registrars' Office and the Payroll Office.
3. Contact the Payroll Office regarding Direct Deposit: 757-823-2946.
4. Students cannot work over their award amount unless their supervisor has contacted the work-study coordinator for approval.
5. To avoid over awarding, the Financial Aid Office reserves the right to adjust any or all of work-study funds based upon the receipt of additional aid.