

Fall 2024 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 contract may start work on Aug. 23, 2024.

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 23 – September 5	September 5	September 20, 2024
September 6 – September 19	September 19	October 4, 2024
September 20 – October 3	October 3	October 18, 2024
October 4 – October 17	October 17	November 1, 2024
October 18 – October 31	October 31	November 15, 2024
November 1 – November 14	November 14	November 29, 2024
November 15 – November 28	November 28	December 13, 2024
November 29 – December 12	December 12	December 27, 2024

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 2024 semester is Aug 23rd for students who have returned their signed 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.