



## STUDENT EMPLOYEES (RCTC Policy 4.5)

Rochester Community and Technical College employs students, as needed and as financial resources permit, as federal work study students, state work study students, and student help. Work study students and student help will be employed pursuant to "Rochester Community and Technical College Student Employment Procedures." Unclassified student workers will be employed pursuant to Minnesota Department of Employee Relations (DOER) procedures.

### **Part 1. Definitions:**

*Federal Work Study (FWS):* Monies allocated to RCTC from the U.S. Department of Education to be award to students as a type of Financial Aid. Students then work to earn these financial aid dollars. Students on FWS must meet the federal eligibility rules and other regulations which apply to this program. RCTC must provide a match of 25% of the Federal allocation.

*State Work Study (SWS):* Monies allocated to RCTC from the State of Minnesota through the Minnesota Office of Higher Education (MOHE) to be award to students as a type of Financial Aid. Students then work to earn these financial aid dollars. Students on SWS must meet the State eligibility rules and other regulations which apply to this program. RCTC must provide a match of 25% of the State allocation.

*Student Help (SH):* Funds allocated by RCTC for student help. Student must be enrolled in a MnSCU institution to qualify. The RCTC Leadership Council approves allocation of these funds. Funds from any other appropriate source (i.e.: department budgets, grant funds, etc.) may also be used to fund SH positions. See item #19.

*Date of Implementation: Immediate*

*Date of Adoption: 7/1/96*

*Date of Revisions: 4/25/06*