STATE OF WASHINGTON
HIGHER EDUCATION COORDINATING BOARD
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State Work Study Employer Update

2011 Legislative Session

Amidst large scale and widespread budget reductions, the 2011 Legislative session resulted in several significant changes to the State Work Study (SWS) program effective July 1, 2011 that will impact all SWS employers.

Funding Reduction: Funding for the SWS program was reduced by approximately 66% or nearly $30 million for the 2011-2013 biennium. Due to the dramatic scale of the funding reduction, each participating college has significantly less SWS funding to award eligible students. From the employer perspective, this will likely result in fewer eligible students receiving a SWS award as well as smaller SWS awards per student.

The Legislature directed the Higher Education Coordinating Board (HECB) to offset the funding reduction in four primary ways:

1. **Reimbursement Rate Reduction**

   The HECB recognizes the challenging fiscal situation many employers face due to current economic conditions, but must follow Legislative direction by again decreasing reimbursement rates. Reduced reimbursement rates allow more eligible students the opportunity to receive a SWS award and gain valuable on the job training and workplace skills.

   The HECB has set maximum reimbursement rates by employer type as follows:

   - 40% - For Profit
   - 60% - Governmental Agencies and Public & Private Colleges
   - 70% - Non Profit Community Service Providers, School Districts, and off-campus employers whose primary business activity is in the field of Science, Technology, Engineering, and/or Mathematics (STEM)

   Please note: each college has the ability to set reimbursement rate lower than the maximum to further stretch limited SWS dollars.

2. **Full Time SWS Suspended**

   There is no longer the option to receive reimbursement for full time SWS. SWS reimbursements are capped at 19 hours per week throughout the year, including college breaks (hours per week could be lower than 19 depending on the size of the student's SWS award, see number four on the reverse side).

PLEASE SEE REVERSE SIDE FOR MORE SWS INFORMATION

3. **Non Washington State Residents Eliminated**

   Non-residents are no longer eligible to participate in the SWS program. If you currently employ a SWS student that is ***not*** a Washington resident, they cannot work beyond June 30, 2011. You will ***not*** receive reimbursement for hours a non-resident student works from July 1, 2011 forward.

4. **Award Amounts**

   Due to limited SWS funding, it is anticipated that students who are awarded will receive a reduced amount than in previous years. This will impact the number of hours the student can work per week.

To calculate the average number of hours per week a student may work:

- Award Amount / Hourly Wage = Hours in Term
- Hours in Term / Number of Weeks in Term = Hours per Week Student can Work (with 19 hours per week as the maximum)

Example: Fall term (September 6 – December 16) award is $1,750.00, $9.00 per hour position.

$1,750.00 / $9.00 = 194

194 / 15 = 13 hours per week average

Important Time Sheet Reimbursement Information

The 2010-2011 state fiscal year ends June 30, 2011. It is critical to submit all 2010-2011 (7/1/10 to 6/30/11) time sheets to the college you hired from by July 10, 2011. Time sheets should be turned in no later than 15 days after the end of the pay period. Time sheets that are turned in more than 15 days after the end of the pay period or July 10, 2010, for hours worked in June, could result in delay or denial of reimbursement.