

State Work Study Employer Update

2012 Legislative Session

Full Time SWS Reinstated

The suspension of full-time SWS that was implemented for the 2011-2012 fiscal year (7/1/11 – 6/30/12) will be lifted on July 1, 2012. As of July 1, 2012, employers may receive reimbursement for up to 40 hours per week for SWS student who work during break periods (unless the college has specified that the student work fewer hours per week). Please verify with the Student Employment Administrator at the college the maximum number of hours your student can work per week under their SWS award.

Reimbursement Rates Unchanged

Reimbursement rates will remain at current levels for the 2012-2013 fiscal year (7/1/12 – 6/30/13) and are based on the following employer types:

Employer Type	Reimbursement Rate
For Profit	40%
Governmental Agency Private College Public College	60%
Non-Profit Community Service Provider School District STEM*	70%

**off-campus employers whose primary business activity is in the field of Science, Technology, Engineering, and/or Mathematics (STEM).*

New State Agency

On March 30, 2012, Governor Chris Gregoire signed legislation (Engrossed Second Substitute House Bill 2483) that created the new Student Achievement Council. The law transfers many of the responsibilities of the Higher Education Coordinating Board (HECB), including the State Work Study (SWS) program, to the new cabinet-level agency effective July 1, 2012. At this time SWS contact information will remain the same (see below).

Website: www.hecb.wa.gov/ProgramAdministration/WorkStudyEmployerInfo

Email: sws@hecb.wa.gov

Phone: (360) 753-7861

Fax: (360) 704-6247

Important Time Sheet Reimbursement Information

The 2011-2012 state fiscal year ends June 30, 2012. It is critical to submit all 2011-2012 (7/1/11 - 6/30/12) time sheets to the college you hired from by July 10, 2012. Time sheets turned in more than 15 days after the end of the pay period, or July 10, 2012 for hours worked in June, could result in delay or denial of reimbursement. If your pay period crosses over the state fiscal year, you must submit separate time sheets for June and July hours. For example, you must submit two time sheets for the pay period June 15 through July 14 (6/15/12 – 6/30/12 and 7/1/12 – 7/14/12).