Work-Study Award Increase Request Form
Spring 2018

Undergraduate/Graduate students may request one Work-Study award increase per year. Students must submit this form to the address listed above in-person, by fax, or e-mail.

Student Information:

Name: ___________________________________________ Penn ID# _____________________________

Telephone Number: ___________________________ E-mail Address: _____________________________

Employment Information:

Employing Department/Organization: _______________________________________________________

Supervisor’s Name: ___________________________ E-mail Address: _____________________________

Hourly Wage Rate: ___________ Hours worked per week: ___________

I certify that all the information on this form is accurate.

I am requesting a work-study increase of $ ___________ (maximum $1,000). Note: Approval of the requested increase is based on the student’s eligibility for an increase.

Student Signature: _____________________________ Date: _____________________________

Office Use Only:  
Approved ___________ Not Approved ___________

Original Award ___________ Revised Award ___________

Authorized By ___________________________ Date ___________