

**ALL SUPERVISORS & STUDENTS  
PLEASE READ AND ADHERE TO THIS SCHEDULE  
MORGAN STATE UNIVERSITY  
STUDENT EMPLOYMENT OFFICE  
FEDERAL WORK-STUDY PROGRAMS  
PAY SCHEDULE — 2017 SUMMER SESSIONS 1 & 2**

	PAY PERIODS	ONLINE OR PAPER TIMESHEET DUE "TUESDAY"	PAY DATES
SUMMER SESSION I (5 WEEKS)	05/17/2017-05/23/2017	05/23/2017 – 1 WEEK	06/07/2017
	05/24/2017-06/06/2017	06/06/2017 – 2 WEEKS	06/21/2017
	06/07/2017-06/20/2017	06/20/2017 – 2 WEEKS	07/05/2017

SUMMER  
SESSION 1

ENDS ON 6/20/2017 FOR

WORK  
STUDY

SUMMER SESSION II (6 WEEKS)	07/05/2017-07/18/2017	07/18/2017 – 2 WEEKS	08/02/2017
	07/19/2017-08/01/2017	08/01/2017 – 2 WEEKS	08/16/2017
	08/02/2017-08/15/2017	08/15/2017 - 2 WEEKS	08/30/2017

**REMINDER FOR SUPERVISORS & STUDENTS**

<b>SUMMER SESSION ENDS AUGUST 15, 2017</b>	The 2017 <u>Summer Federal Work-Study Program (FWS)</u> ends on <b>August 15, 2017</b> . No timesheet will be honored after the end of the summer program. Students cannot return to their job sites unless a new Employment Agreement (contract) is presented and approved for the <u>2017-2018 Academic Year</u> .
<b>JULY 5, 2017 SUMMER SESSION 2 BEGINS</b>	Students returning for <u>Summer Session 2</u> must have completed a <b>2017-2018 FAFSA</b> and have been awarded their <b>Financial Aid for the upcoming 2017-2018 Academic Year</b> . <b>STUDENTS WILL NOT BE AWARDED FEDERAL WORK STUDY UNTIL THEY HAVE COMPLETED THESE REQUIREMENTS.</b>
<b>JUNE 20, 2017 SUMMER SESSION 1 ENDS</b>	<b><u>Summer Session 1</u></b> will end for all <b>Federal Work Study Students</b> on <b>June 20, 2017</b> . <b>You may not return to work on July 5, 2017, until you have completed all required documents and been awarded Financial Aid. You will not be awarded Work Study until all requirements are met. No Hours will be paid to any Student Working Without an Employment Contract.</b>
<b>SEE TIMESHEET DUE IN SEO</b>	Timesheets submitted through "WEBSIS" <b>MUST</b> be completed by the "TIMESHEET DUE" date; failure to comply will result in non-payment for the student worker.
<b>SEE PAY DATES</b>	Payroll checks and stubs are mailed to the student's address on file with the <b>Central Payroll Office of Maryland</b> . Campus residents should obtain their payroll checks and stubs from the <b>University Post Office, Montebello Complex, basement level, between 8:00 a.m.-5:00 p.m.</b>