

**How can I check if a student
has a FWS award?**

Navigate to Find Employees

← → ↻ 📄 pratt.studentemployment.ngwebsolutions.com/Cmx_Content.aspx?cpld=7

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Find Employees

TimesheetX Admin Home

TimesheetX Employer Home (To Do Items)

Manage TimesheetX Jobs

Timesheet Control Panel

Approve TimesheetX Hires

Manage Budget Details

Budget Dashboard

Stipend Queue

Search Student Hires, Awards and Accruals

Dynamic Forms

ers

Employee timesheets. Employment guidelines and required



Student Employment News

[Suggestion Box](#)

Send us your suggestions, ideas, and concerns!

[FAQ for Supervisors](#)

[Help](#)

[TimesheetX Quick Tips](#)

[NextGen Reporting Instructions](#)

Employer Tools

[JobX Login](#)

Login to post jobs, hire students, and access student applications.

[Timesheet Management Login](#)

Search for the Student

← → ↻ 📄 pratt.studentemployment.ngwebsolutions.com/Tsx_FindStudents.aspx

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Administrator Control Panel

Find Employees, Hires, Awards:

First Name:

Roy

Last Name:

Rogers

Student Id:

Find Students

Open the Student Record



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Administrator Control Panel

Find Employees, Hires, Awards:

First Name:	Roy
Last Name:	Rogers
Student Id:	
Find Students	

Results
Students
Roy Rogers1

Example 1: Student Does Not Have an FWS Award

← → ↻ 📄 pratt.studentemployment.ngwebsolutions.com/Tsx_StudentDetails.aspx?sid=58573 🔍 ☆ ⬇️ K ⋮

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Employee Details

Roy Rogers1

Manage User Info »

Hire Into New Job »

Add New Award »

Current Hires & Awards (0) Upcoming Hires & Awards (0) Old Hires & Awards (2)

There are no current hires to display.

There are no current awards to display.

No Federal Work-Study award is displayed on the student's record.

Next steps:

- If your position is funded through FWS, consider hiring another student with an FWS award.
- If your department has SWF funding available, you may still hire this student using SWF funds.

Example 2: Student Has an FWS Award and No Current Campus Job

 Employees ▾ JobX ▾ TimesheetX ▾ Reporting ▾ Access & Audit ▾ Uploads ▾ Site Set up ▾ Content ▾ Help ▾

Employee Details

Roy Rogers1

Manage User Info »

Hire Into New Job »

Add New Award »

Current Hires & Awards (1)

Upcoming Hires & Awards (0)

Old Hires & Awards (0)

There are no current hires to display.

Award Name	Amount	Balance	Term
71111-Federal Work-Study (FWS)	\$5,000.00	\$5,000.00	Academic Year 2025 - 2026 (07/01/2025 - 06/30/2026)

Next steps:

- You may proceed with hiring the student into your FWS position.
- The available balance reflects the student's remaining FWS funding for the academic year based on finalized and approved timesheets.

Example 3: Student Has an FWS Award and Already Works On Campus

 Employees ▾ JobX ▾ TimesheetX ▾ Reporting ▾ Access & Audit ▾ Uploads ▾ Site Set up ▾ Content ▾ Help ▾

Employee Details

Roy Rogers1

Manage User Info »

Hire Into New Job »

Add New Award »

Current Hires & Awards (1)

Upcoming Hires & Awards (0)

Old Hires & Awards (0)

Hire Title	Cost Center	Wage	Start Date	End Date	Supervisor	Status
Student Visitor Services Assistant ▾	4230-Admissions	\$17.00	07/01/2025	06/30/2026	Shamôr Peeler	Active

☐ = Active ☐ = Inactive ☐ = Closed ☐ = Pending ☐ = Declined ☐ = Rejected

Award Name	Amount	Balance	Term
71111-Federal Work-Study.(FWS)	\$5,000.00	\$5,000.00	Academic Year 2025 - 2026 (07/01/2025 - 06/30/2026)

Next steps:

- Discuss anticipated work hours with the student before hiring. Supervisors and students should work together to ensure the student's remaining FWS funding will support employment in both positions.
- The student's FWS award is shared across all FWS positions and is drawn from the same award balance.

Important FWS Information

- Most FWS awards are **\$5,000 for the academic year** (approximately **\$2,500 per semester**).
- FWS funds are shared across all FWS positions a student holds.
- Supervisors should plan student work hours based on the available FWS balance.
- Students receive notifications as they approach their FWS earnings limit.
- If a student exhausts their FWS award and continues working, wages must be paid from an available **SWF budget line**.
- For additional guidance, please refer to the [Budget Management FAQ](#).