

## **What is the VA Work-Study Program?**

This program provides part-time employment to students receiving VA education benefits who attend school three-quarter time or more in a college degree, vocational, or professional program, you can “earn while you learn” with a VA work-study allowance.

The student may work at the school veterans' office, VA Regional Office, or at approved State employment offices. Work-study students are paid either the state or federal minimum wage, whichever is greater.

## **Who is Eligible?**

The VA work-study allowance is available to persons training on a full-time or  $\frac{3}{4}$  time basis under the following programs:

- Post-9/11 GI Bill--(38 U.S.C. Chapter 33) (Veterans and transfer-of-entitlement recipients)
- Montgomery GI Bill--Active Duty (38 U.S.C. Chapter 30)
- REAP Participants
- Montgomery GI Bill--Selected Reserve (10 U.S.C. Chapter 1606)
- Post-Vietnam Era Veterans' Educational Assistance Program (38 U.S.C. Chapter 32)
- Dependents' Educational Assistance Program (38 U.S.C. Chapter 35)
- Eligible dependents under 38 U.S.C. Chapter 35 may use work study only while training in a State.
- National Call to Service Participants
- Vocational Rehabilitation & Employment Program -- (38 U.S.C. Chapter 31)

VA will select students for the work-study program based on different factors. Such factors include:

- Ability of the student to complete the work-study contract before the end of his or her eligibility to education benefits
- Job availability within normal commuting distance to the student

The number of applicants selected will depend on the availability of VA-related work at your school or at VA facilities in your area. Veterans with service-connected disabilities of at least 30% may be given priority consideration.

## **How Much May I Earn?**

You'll earn an hourly wage equal to the Federal minimum wage or your State minimum wage, whichever is greater. If you're in a work-study job at a college or university, your school may pay you the difference between the amount VA pays and the amount the school normally pays other work-study students doing the same job as you.

You may elect to be paid in advance for 40% of the number of hours in your work-study agreement, or for 50 hours, whichever is less. After you've completed the hours covered by your first payment, VA will pay you each time you complete 50 hours of service OR bi-weekly, whichever comes first.

You may work during or between periods of enrollment. You can arrange with VA to work any number of hours you want during your enrollment. But, the total number of hours you work can't be more than 25 times the number of weeks in your enrollment period.

### **What Type of Work May I Do?**

Services you perform under a VA work-study program must be related to VA work. Examples of acceptable work are:

- The preparation and processing of necessary papers and other documents at educational institutions
- Any activity at a VA facility
- Any activity at Department of Defense, Coast Guard, or National Guard facilities relating to the administration of Chapters 1606 or 1607 of Title 10 U.S.C.
- Any activity of a State Veterans agency related to providing assistance to Veterans in obtaining any benefit under Title 38, U.S.C. or the laws of the State
- A position working in a Center for Excellence for Veteran Student Success, as established under 20 U.S.C. 1161t, which purpose is to support and coordinate academic, financial, physical, and social needs of Veteran students
- A position working in a cooperative program carried out jointly by the VA and an Institution of Higher Learning
- Any veterans-related position in an Institution of Higher Learning, such as:
  - Assisting with dissemination of general information regarding Veteran benefits and/or services
  - Providing assistance to Veteran students with general inquiries about Veteran benefits via phone, email, or in person
  - Maintaining and organizing veteran-related files

The work you actually do will depend on your interests and the type of work available.

## **How Do I Apply?**

Please contact your Veterans Certifying Official or download the form located here:

<https://www.vba.va.gov/pubs/forms/VBA-22-8691-ARE.pdf>

Cochran Campus: Jed Edge

Email: [jed.edge@mga.edu](mailto:jed.edge@mga.edu) or Office: 478-934-3165

Macon Campus: Jonathan Almendras

Email: [jonathan.almendras@mga.edu](mailto:jonathan.almendras@mga.edu) or Office: 478-471-2900

You can also contact the Regional Processing Office which handles your claim by clicking here:

[https://www.benefits.va.gov/gibill/regional\\_processing.asp](https://www.benefits.va.gov/gibill/regional_processing.asp)

Note: after your application has been sent to the VA, please allow 10 business days for an updated status check.