



Your College, Your Future • Tu Colegio, Tu Futuro

Student Sign-In Sheet

Name (print): _____

ID# _____

Job Site/Department: _____

Pay Period: _____

Total Monthly Hours Worked:

Student's Signature

Date

Supervisor's Signature

Date

Retain this document for your records. The Financial Aid Office may request a copy. Create one each month.



2300 E. Gibson Rd. • Woodland, CA 95776
Phone: 530-661-5725 • Fax: 530-661-1571 • www.wcc.yccd.edu

FEDERAL WORK STUDY AWARD TRACKING FORM

Student Name (print): _____ Student ID: _____

2024-2025 FWS Award Amount: _____

	Monthly Pay Date	Total Monthly Hours Worked		Pay Rate	=	FWS Monthly Earnings	FWS Award Balance		FWS Monthly Earnings		Remaining FWS Award
Example	8/10/23	80	x	\$15.50	=	\$1,240.00	\$7,785.00	-	\$1,240.00	=	\$6,545.00
Example	9/10/23	60	x	\$15.50	=	\$930.00	\$6,545.00	-	\$930.00	=	\$5,615.00
Jul 2024	8/09/24		x		=			-		=	
Aug 2024	9/10/24		x		=			-		=	
Sept 2024	10/10/24		x		=			-		=	
Oct 2024	11/08/24		x		=			-		=	
Nov 2024	12/10/24		x		=			-		=	
Dec 2024	1/10/25		x		=			-		=	
Jan 2025	2/10/25		x		=			-		=	
Feb 2025	3/10/25		x		=			-		=	
Mar 2025	4/10/25		x		=			-		=	
Apr 2025	5/09/25		x		=			-		=	
May 2025	6/10/25		x		=			-		=	
Jun 2025	7/10/25		x		=			-		=	

This tracking form is provided as a tool for students to keep track of the unearned portion of his/her FWS award.

- Students may only work hours approved for FWS, not to exceed 20 hours per week.
- Students must maintain Satisfactory Academic Progress each semester term of award.
- Students must ensure FWS hours worked are submitted via Self Service on a weekly basis, and no later than the last day of each month in which he/she accrued FWS hours worked.
- FWS paychecks are mailed out on the 10th of each month from the YCCD District Office.
- Students must coordinate his/her work schedule with the appropriate FWS Supervisor to maximize the FWS award.