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 ___________