

Luther College
2024 Summer Work Study Payment Agreement

A new application must be completed each year.

All work study students are entitled to keep their pay for personal use. However, Luther College offers the option to all students to utilize their earned work study to assist in payment of balance due. If you wish to enter into a Work Study Payment Agreement, please carefully read this information, complete the back, and return it to the Office for Financial Services. The work study payment agreement will reduce your current outstanding balance due.

Reduction in Work Hours

Please notify the Office for Financial Services if you need to work fewer hours or quit your job. The work study payment agreement will be adjusted or cancelled.

Work-Study Earnings

You will receive an email notice each payroll, indicating your earnings have been processed.

Student Account Credit Balances

No refund of a student account credit balance will be made if you have an outstanding balance due on your work study payment agreement or monthly payment plan.

Cancellation of Work Study Payment Agreement

Luther College reserves the right to cancel your work study payment agreement if you are delinquent on your payments or if you are not working. When cancelled, the unpaid balance of the work study payment agreement will be due immediately.

Confirmation

You will receive mailed written confirmation upon the acceptance of your application. This should arrive to your address within approximately two weeks.

Questions

Call Student Accounts office at 563-387-1015 or 800-458-8437 ext. 1015 with any questions.

Please return this form only if you plan to participate.

LUTHER COLLEGE **2024 Summer** WORK STUDY PAYMENT AGREEMENT APPLICATION

*****Please see instructions on the other side*****
Available Only to Students Eligible for Work-Study

1. Complete student information

Name (Please print) _____ ID# _____

Place of employment (if known) _____ Hours/week _____

2. How much do you want applied to your Student Account?

	Summer
\$75/pay period	\$450
\$100/pay period	<input type="checkbox"/> \$600
\$125/pay period	<input type="checkbox"/> \$750
\$150/pay period	<input type="checkbox"/> \$900
\$200/pay period	<input type="checkbox"/> \$1,200
\$250/pay period	<input type="checkbox"/> \$1,500
\$300/pay period	<input type="checkbox"/> \$1,800
\$450/pay period	<input type="checkbox"/> \$2,700
Entire Paycheck	<input type="checkbox"/> All*

Work Period	Pay Date	Term
5/25/24 - 6/7/24	6/19/2024	Summer
6/8/24 - 6/21/24	7/3/2024	Summer
6/22/24 - 7/5/24	7/17/2024	Summer
7/6/24 - 7/19/24	7/31/2024	Summer
7/20/24 - 8/2/24	8/14/2024	Summer
8/3/24 - 8/16/24	8/28/2024	Summer

If I have a student account balance after my work-study payment agreement is paid in full, I would like to continue to apply any additional earned work-study credit to my balance

*** If your paycheck is less than your scheduled payment, the shortage will be added to your following paychecks**

***If the plan is not paid in full by the final payment due date, a 4% penalty of the remaining balance will be assessed.**

4. Direct Deposit

Complete the Authorization for Electronic Deposit, so your earnings is deposited into your bank account for amounts above your agreement amount.

5. Signature

I would like to participate in the Work Study Payment Agreement. I have read this application and understand the policies/procedures of the plan. **I will monitor my work hours so I am able to keep my work study payment agreement current** and repay my work study payment agreement in full and on time. I understand I must keep my work study payment agreement current in order to receive transcripts and participate in class registration.

Student signature _____ *Date* _____

(Please note: We appreciate your assistance in completing this worksheet fully. Incomplete worksheets will be returned.)