



INDIANA UNIVERSITY
SOUTH BEND

Work Study Distribution Form

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Office of Financial Aid and Scholarships ▪ Indiana University South Bend ▪ P.O. Box 7111 ▪ South Bend, IN 46634-7111
Phone: (574)520-4357 Fax: (574) 520-5561 Email: sbfinaid@iusb.edu Website: financialaid.iusb.edu

This form is to be completed by the student. Only students who already have a work-study job and who want their funds divided between employers should complete this form

Example: I work in Financial Aid and have a limit of \$2800. I also want to work in the Admissions Office and need to have my \$2800 divided between jobs.

If a student needs additional funds for a job they are already working, use the Work Study Appeal Form.

This form must be submitted to the Financial Aid Office a minimum of TWO WEEKS prior to needing the funds/paperwork.

Print Student Name _____

Student ID # _____

Student Signature

Date

Academic Period (circle one) Academic Year Summer

IUSB Payroll, located in A241E can provide information regarding amount(s) earned. Account(s) funds are to be distributed to and the dollar amount needed in each account. The total cannot exceed your initial limit of earnings as shown on your award letter and work study card and should not be less than you have already earned.

Check position type (one per job):

Department	Account Nbr. (required)	\$ Amount	On Campus	Tutor	Community Service
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____