

Financial Aid & Scholarship Verification for Student Employment

Positions that do NOT require aid:

Many student employment positions do NOT require the student to have financial aid or scholarship funding. In this case, the student will be paid by departmental funding, or the department may be able to use a student's financial aid or scholarship funding if it is available.

Positions that DO require aid:

Some student employment positions may require the student to have [Federal Work-Study or President's Student Aid](#). In this case, the student's aid award funds their student employment paycheck.

How to Verify Your Aid

In order to determine whether you have either of these awards, follow the steps below:

- Login to [myLSU](#)
- Click the Financial Services tab
- Click Financial Aid
- Click Financial Aid & Scholarships
- Select the year you want information for
- Here, you will see a list of current aid and scholarships.
- You may see Work-Study or President's Student Aid Job listed. If the Status column shows "Accepted" this means you have accepted your aid award and may use it toward funding university student employment positions that you apply for and are selected for. [View instructions on applying for positions](#).

How to Upload Aid Verification in Your Handshake Application

As seen in the image on Page 2, a hiring manager may request that you upload verification of your aid during the application or interview process:

1. Follow the "**How to Verify Your Aid**" steps above to navigate to your aid screen in myLSU, then take a screenshot and save into a Word or PDF document.
2. [View this help article on for how to upload this screenshot as a Document in Handshake](#).
3. Once you have uploaded the document under your Documents in Handshake, you will be able to attach it to future job applications in Handshake.

Questions? Contact stuemployment@lsu.edu.

Below is an example image of an application requesting "verification of Work-Study Aid."

Apply to Louisiana State University - College of Humanities & Social Sciences ✕

Details from Louisiana State University - College of Humanities & Social Sciences:

Applying for Student Worker requires a few documents. Attach them below and get one step closer to your next job!

1. Attach your resume

or

Recently Added

[How To Upload Your Resume_11_2019_Accessible.pdf](#)

2. Attach other required documents

Instructions from employer: verification of Work-Study Aid

or

3. Work Authorization ?

Are you legally authorized to work in the United States?

Yes No

Will you now or in the future require visa sponsorship?

Yes No

Prefer not to answer these questions ?