



Aided Student Workers - Your Funding

1 message

Employment, Student <student_employment@brown.edu>

Fri, Apr 10, 2020 at 3:33 PM

To: [REDACTED]

Dear [REDACTED]

We want to thank you for the dedication you demonstrated in your student worker position at Brown this spring semester. Your manager has informed University Human Resources that your position(s) cannot be performed remotely through the end of this term, and we understand that this has real implications for the earnings that you expected from your employment. The challenges of remote operations during this pandemic have disrupted many students' plans for the remainder of this academic year in many ways.

We are writing to you today to provide detailed information on funding you can expect to receive through the end of the semester. Brown remains committed to supporting students who depend on wages from their University jobs to meet basic needs. You should have received emails at the end of March, letting you know that all students working in hourly jobs will be paid for scheduled time worked through Saturday, April 4, 2020. Beyond that April 4 date, Brown continues to pay students who are working. The University also is providing funding in two phases for students who can't work because their job duties cannot be performed remotely, but who rely on their job income for support (based on an assessment of demonstrated need).

Funding is being provided for students on financial aid who were working in the spring semester and who currently have a previously unearned campus employment/or federal work-study expectation remaining as part of their financial aid award. You will receive funding based on the level you were being paid prior to Brown moving to reduced in-person operations, up to the full amount you were expected to earn as part of your work expectation for the spring semester (please access Banner to view your current award).

A payment in the amount of [REDACTED] will be made to you on Friday, April 17. In addition, you may be eligible for a second payment to be distributed on Friday, May 29. This payment will be determined following a final review of any wages you earn over the spring semester (for example, if you add a remote Brown student job between now and the end of the semester, the wages earned in that new position will be subtracted from the second payment).

Payments will be issued based on the current elections you have on file. If you are not currently receiving payroll payments via direct deposit, a paper check will be issued and placed in your student mailbox. If you are no longer on campus, we recommend that you enter a mail forwarding address in Banner so that your payment will be forwarded accordingly.

The phased payments were determined based on the following calculations:

- Your spring semester average weekly pay through April 4 was calculated;
- This average weekly pay was multiplied by seven, the number of weeks remaining in the spring semester;
- This total was split in two equal payments of taxable wages that will be reported on Form W-2.

We know that the end of work assignments affects students in very real and personal ways. Please know that the end of any student work assignment in response to COVID-19 will not impact your ability to re-apply for a position at Brown when normal on-campus operations resume. We hope that you, your friends and family remain safe and well at this time of tremendous change.

Please continue to contact student_employment@brown.edu with questions.

Sincerely,

University Human Resources



Student Employment

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University Human Resources

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