Public Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1845-0150. Public reporting burden for this collection of information is estimated to average 20 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Section 487A(b) of the Higher Education Act of 1965, as amended). If you have any comments concerning the accuracy of the time estimate, suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application or survey, please contact the Experimental Sites Initiative (experimentalsites@ed.gov) directly.

Item Number	ICR Data Collection Item- School Survey- Federal Work Study Work and Learn				
1	What is the institution's name?				
2	What is the institution's six-digit OPEID number?				
3	Which of the following challenges below, if any, has your institution encountered while administering the FWS Experiment? Please check all that apply. (Add "note to survey programmer: add option to select whether or not each challenge selected was a result of COVID-19")				
	 a. Matching students with a FWS-position aligned to their academic and career goals. b. Finding new private-sector employers to offer FWS positions aligned with student's academic and career goals. c. Existing private-sector employers not increasing the number of FWS positions available for students. d. Maintaining enough FWS positions for all eligible students. e. Recruiting eligible students for private-sector FWS positions. f. Limited number of on-campus FWS positions available g. Limited number of community service jobs available h. Limited number of positions related to completion of academic programs e.g. clinical rotations, student teaching, apprenticeships, internships/externships i. Negative response from students who have program-required work experiences (such as student teaching and clinical rotations) but are ineligible for FWS. j. Negative response from students who seek a FWS-paid private sector job but cannot document how the job is aligned with 				

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	k. Finding the time needed for staff to implement changes in FWS.				
	I. Lack of the correct personnel to implementing changes in FWS.				
	m. Adapting existing FWS systems to collect, maintain, and report information about students involved in the experiment.				
	n. Logistical issues related to paying employers				
	o. Logistical issues related to paying students				
	p. Avoiding displacement of employed private-sector workers or the impairment of existing contracts for services.				
	q. Campus closures for part or all of the school yearr. Providing career services resources				
	s. No Challenges t. Other. Please specify:				
	Please identify the top three challenges by entering the letter of the challenge descriptions listed above in the appropriate place				
	below:				
4	My institution's most significant challenge was:				
	My institution's second most significant challenge was:				
	My institution's third most significant challenge was:				
	Were there any unanticipated benefits or positive outcomes associated with your postsecondary institution's implementation of				
	the FWS Experiment?				
5	☐ Yes				
	☐ No				
	If yes, please briefly describe the unanticipated benefits or positive outcomes.				
	Were there any unanticipated negative consequences associated with your postsecondary institution's implementation of the				
	FWS Experiment?				
6	☐ Yes				
	☐ No				
	If yes, please briefly describe the negative consequences.				
7	When matching students to an FWS position, how does your institution determine the student's academic and career goals?				
,	Select all that apply:				
	☐ Based on student's academic major				
	☐ Students complete a survey about academic and career goals.				

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	☐ Based on information from the student's academic advisor or program faculty ☐ Based on information or documentation from a student when they seek a private-sector FWS position. ☐ Other. Please specify:				
	From the responses marked above, what is the most common method your institution uses to determine a student's academic and career goals, for the purpose of matching students to an FWS position? Select one.				
	□ Based on student's academic major □ Students complete a survey about academic and career goals. □ Based on information from the student's academic advisor or program faculty □ Based on information or documentation from a student when they seek a private-sector FWS position. □ Other. Please specify:				
8	How does your institution determine that an FWS position aligns with the student's academic and career goals? Select all that apply: By allowing students in program-required work experiences (such as student teaching and clinical rotations) to be paid using FWS funds Based on a list of jobs deemed complimentary for each major or program By requiring students who seek a FWS-paid private sector job to submit documentation of how the job is related to their academic and career goals- such as an application, an essay, proof of major By requiring students who seek a FWS-paid private sector job to obtain written approval from their academic advisor By requiring students who seek a FWS-paid private sector job to obtain written approval from a career counselor Based on whether students meet employer-specified education requirements (such as, major, prerequisite coursework) No established process Other, specify:				
	From the responses marked above, what is the most common method your institution uses to determine that an FWS position aligns with the student's academic and career goals? Select one. By allowing students in program-required work experiences (such as student teaching and clinical rotations) to be paid using FWS funds Based on a list of jobs deemed complimentary for each major or program By requiring students who seek a FWS-paid private sector job to submit documentation of how the job is related to their				

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	academic and career goals – such as an application, an essay, proof of major By requiring students who seek a FWS-paid private sector job to obtain written approval from their academic advisor By requiring students who seek a FWS-paid private sector job to obtain written approval from a career counselor Based on whether students meet employer-specified education requirements (such as, major, prerequisite coursework) No established process Other, specify:					
9	Please describe in detail your postsecondary institution's efforts to avoid the displacement of employed workers or the impairment of existing contracts for services by FWS employment under this experiment.					
10	 How many employers had FWS-supported employees the year before starting the experiment? How many employers had FWS-supported employees in the most recently completed award year. How many employers of FWS-supported employees are considered as participating in the experiment in the most recently completed award year? 					
11	What FWS positions are part of the experiment? Select all that apply. All FWS positions Positions with private, for-profit employers that are paid with any FWS funds Positions with private, for profit employers for which FWS funds pay more than 25 percent of student compensation FWS positions in which students work more than part-time hours Program-required work experiences that are paid with FWS funds, such as student teaching or clinical rotations FWS positions obtained through a Job Location and Development (JLD) program FWS positions with any private, non-profit employer					
12	Do you agree that the institution's participation in the FWS experiment improved the alignment between FWS positions and students' academic and career goals? Select one response: Strongly disagree Disagree Neither agree or disagree Agree Strongly agree					
13	Did your institution increase the number of hours per week that students could be paid for a FWS position, including work experiences required by their program, such as student teaching and clinical rotations (by waiving 34 CFR 675, which restricts FWS					

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	students to part-time employment)? ☐ Yes ☐ No If yes, what percentage of FWS students were compensated for full-time employment?%				
14	The Department is interested in how participating in the FWS experiment may have affected your school's Job Location and Development (JLD) program. To help the Department understand this issue, please answer the following questions. a. Did your school have a JLD program prior to participation in the FWS experiment? (yes/no) b. Did your school have a JLD program during the following award years (check all that apply) – add an additional award year each year going forward a. 2019-2020 b. 2020-2021 c. 2021-2022 c. If you school had a JLD program during any of the award years listed above, please respond to the following a. Provide a general description of your school's JLD program. b. Describe the services provided to students by your school's JLD program. c. Describe if and how your school's participation in the FWS experiment affected your school's JLD program.				
15	Did your institution increase the amount of its FWS allocation used to support a Job Location and Development (JLD) Program (by waiving 34 CFR 675.32, which caps the amount of an institution's FWS allocation to support a JLD Program at the lesser of \$75,000 or 10 percent)? Yes No				
16	Did your institution increase the portion of FWS funds used to support students employed by private, for-profit companies (by waiving 34 CFR 675.23, which limits the percentage of an institution's FWS allocation used to pay the compensation of FWS students employed by private, for-profit organizations to 25 percent)? Yes No				
17	Did your institution reduce the share of student wages that must be covered by for-profit employers (by waiving 34 CFR 675.26(a) (3), which limits the share of student compensation for employment by a private, for-profit organization that may be paid by FWS to 25 percent)?				

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	☐ Yes ☐ No					
	If yes, what percentage of student compensation for private, for profit employment was paid by FWS, on average?%					
18	Did your institution reduce the percentage of FWS funds used to support employment in community service activities (by waiving 34 CFR 675.18(g), which requires an institution to use at least seven percent of its funding for community service positions)? \[\textstyle{\textstyle{1}} \text{Yes} \] \[\textstyle{1} \text{No} \]					
	If yes, how was the funding that would have been spent on community service positions spent? Select all that apply. ☐ On student compensation for employment by private, for-profit employers ☐ On student compensation for full-time employment ☐ On student compensation for program-required work experiences ☐ On student compensation for on-campus employment ☐ Allocated to our JLD program					
	☐ Other, specify: ☐ Unknown					
19	How did your institution ensure that any additional Federal Work-Study allocation received under the waiver of HEA section 442(a)(4)(A) and (B) was only used for participation in the FWS experiment. Maintain fiscal records on all jobs funded with FWS allocations under the experiment Establish a new fiscal accounting system to track all FWS allocated in the experiment Collect payroll vouchers for all students employed in FWS jobs funded under the experiment Other, please specify.					
20	The year prior to the most recently completed award year, how many students received FWS for On-campus employment? Off-campus public or non-profit employment? Off-campus private, for-profit employment?					
21	In the most recently completed award year how many students received FWS for On-campus employment? Off-campus public or non-profit employment this past year? Off-campus private, for-profit employment?					
22	In the most recently completed award year, when was your institution actively participating in the experiment? Select all that					

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	apply.				
	☐ Summer				
	☐ Fall				
	☐ Spring				
	☐ None of the above				
	☐ Other:				
	What changes took place at your institution during the last school year in response to COVID-19?				
	Instruction. How was the teaching in the majority of classes changed? (Select all that apply):				
	☐ Moved in-person classes to online classes				
	☐ Moved in-person classes to a hybrid format combining online and in-person instruction				
	Moved in-person classes to correspondence instruction				
	Suspended instruction (no in-person, online, or correspondence classes)				
	Reduced class sizes for in-person instruction				
	Modified classrooms to facilitate social distancing for in-person classes				
	Added more sections of in-person classes to compensate for smaller class sizes				
23	 Created shorter instructional or course modules (For example, three 5-week modules instead of one 15-week semester) 				
	☐ Modified the schedule or timing of the academic calendar				
	Offered in-person classes for more hours per session to compensate for fewer in-person sessions				
	Used new online learning resources or other new technology				
	☐ Changed from using a letter grading system (i.e., A, B, C, D, I) to some other grading system (e.g., credit/non-				
	credit, pass/fail, etc.)				
	☐ No changes				
	Other, please specify:				
	Source: Inside Higher Ed Survey: Responding to the COVID-19 Crisis: A New Survey of College and University Presidents, adapted				
	question (Which of the following actions have you taken at your institution in response to COVID-19?).				
24	<u>Financial conditions at the institution.</u> What were the financial implications of COVID-19 for your institution? Select all that apply.				

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	☐ Reduced tuition, fees, room and board for students			
	☐ Furloughed or laid off financial aid staff			
	☐ Furloughed or laid off academic advising staff			
	☐ Furloughed or laid off career services staff			
	☐ Furloughed or laid off faculty			
	☐ Furloughed or laid off other staff			
	☐ Reduced number of programs of study that are offered			
	☐ Lower overall student enrollment			
	☐ Lower international student enrollment			
	☐ No changes			
	Other, please specify:			
	questions (Which of the following actions have you taken at your institution in response to COVID-19? and How likely is your institution to take the following actions in the future?). Did you use funds from the CARES Act for any of the following? Select all that apply.			
	a. Reimbursed institution for refunds to students for room and board, tuition, and other fees			
	b. Purchased technology to enable students to transition to distance learning			
	c. Paid per-student fees to a third-party service provider for distance learning technology.			
25	d. Provided additional emergency financial aid grants to students (beyond those provided from the student portion			
23	of the Higher Education Emergency Relief Fund) e. Other, please specify			
	f. Not applicable, my institution did not receive any funding from the CARES Act.			
	1. Not applicable, my institution did not receive any funding from the CARES Act.			
	Source: Categories are based on U.S. Department of Education guidance to colleges for how to use the institution portion of the			
	Higher Education Emergency Financial Relief Fund https://www2.ed.gov/about/offices/list/ope/heerfinstitutionalfaqs.pdf			
26	How were FWS positions affected by COVID-19 in each of the following sectors?			

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		On- campus	Off-campus, public or non- profit (including community service)	Off- campus, private for-profit	Program- required work experiences	N/A
	Students faced loss of FWS jobs due to COVID-19					
	Students allowed to work remotely in their FWS position					
	Students were still paid using FWS funds if they were unable to work due to COVID-19					
	Students were no longer paid using FWS funds if they were unable to work due to COVID-19					
	Students were able to change to a similar job and continue to receive FWS funds					
	Students had to change to a job that was no longer related to their academic program to continue to receive FWS funds					
27	What challenges do students receiving experimental FWS positions and the demands of their educational		face in fulfilling the	responsibiliti	es of both their ex	kperimental
28	In the most recently completed award year, what amount (\$) of your experimental allocation was expended (spent)?			t)?		
29	In the most recently completed award year, what an	nount (\$) of	your experimental a	allocation wa	s unexpended (no	t spent)?
30	The Department is interested in learning more about of the FWS Program experiment; especially related to			-	-	

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	as permitted under the CARES Act. To help the Department understand how the pandemic may have affected the experiment,				
	please answer the following questions:				
	A. Did your school transfer any of its FWS allocation to FSEOG to award emergency grants? (yes/ no)				
	B. If your school transferred funds from FWS to FSEOG to award emergency grants under the CARES Act, please indicate				
	what amount (\$) and from which FWS allocation the transferred occurred (initial, supplemental, and/or experimental).				
	Please also describe how such grants were awarded to your student population (i.e., awarding procedures).				

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1	What is the student's first name?
2	What is the student's last name?
3	What is the student's date of birth?
4	What is the student's Social Security number?
5	What experiment is the institution reporting on for this student (provide the experiment number associated with the experiment)?
6	Is the student participating in other experiments? [Yes/No] If yes, please list.
7	What is the reporting award year?
8	What was the student's cumulative postsecondary grade point average (or other alternative measure) at the end of the most recently completed award year?
9	What was the student's enrollment status at the beginning of the first award year in which the student was part of the experiment?
10	What was the student's enrollment status at the end of the most recently completed award year?
11	Did the student complete his/her program by the end of the most recent award year?

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12	To the best of your knowledge, did the applicant enroll in a program of study at your institution not involved with the experiment or enroll at another postsecondary institution during the most recently completed award year? (Select one: "Yes," "No," "Unknown")
13	What was the student's grade level at the beginning of the most recently completed award year?
14	What was the student's grade level at the end of the most recently completed award year?
15	How many postsecondary credits/hours were attempted by the student in the most recently completed award year?
16	How many postsecondary credits/hours were earned by the student in the most recently completed award year?
17	How much was the student assessed for tuition and other mandatory fees for the most recently completed award year?
18	What was the amount of the student's indirect costs that were included in the student's COA for the most recently completed award year (including books and supplies)?
19	What was the total non-Title IV grant or scholarship aid received by the student for the most recently completed award year?
20	What was the total non-Title IV loan aid received by the student for the most recently completed award year?
21	What was the total amount of PLUS Loans initially awarded to the parent of the student for the most recently completed award year?
22	What was the total amount of PLUS Loans disbursed to the parent of the student for the most recently completed award year?
23	What was the total amount of FSEOG initially awarded to the student for the most recently completed award year?
24	What was the total amount of FSEOG disbursed to the student for the most recently completed award year?
25	What was the amount of Federal Work Study (FWS) funds awarded to the student for the most recently completed award year?
26	What was the amount of Federal Work Study (FWS) funds earned by the student for the most recently completed award year?

Item Number	ICR Data Collection Item- Student Survey- Federal Work Study Work and Learn
27	What is the student's program of study?
28	What is the CIP code of the student's program of study?
29	How many FWS positions did the student hold in TOTAL (including those affected by the experiment AND those not affected by any waiver) during the award year?
30	How many FWS positions did the student hold during the award year that were affected by the experiment?
31	For the FWS position for which the student worked the greatest number of hours, was this FWS position affected by the experiment? Yes No
	If Yes, which of the experiment's waivers applied? (list all that apply) A. 34 CFR 675, greater than part-time employment B. 34 CFR 675.26(a)(3), federal share of the compensation in excess of 25 percent
	For the FWS position for which the student worked the greatest number of hours, was the position: From a Job Location and Development (JLD) program A community service position Required for completion of their academic program None of the above
32	If the position was required for completion of their academic program, was it (mark one): Student teaching Clinical rotation Apprenticeship Internship/externship None of the above
33	For the FWS position for which the student worked the greatest number of hours:
	Please select the type of employer: a. Postsecondary Institution
	a. Postsecondary Institution b. federal, state or public agency

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	c. private nonprofit organization
	d. a private for-profit organization
	e. Other
	For the FWS position for which the student worked the greatest number of hours:
34	Was the job location primarily:
01	☐ On-campus
	☐ Off-campus
35	For the FWS position for which the student worked the greatest number of hours, what was the name of the employer?
	For the FWS position for which the student worked the greatest number of hours:
	What were the total wages earned by the student during the award year?
36	What amount of total wages was paid by FWS?
37	For the FWS position for which the student worked the greatest number of hours:
37	What were the total number of hours worked by the student during the award year?
38	How many credits did the student earn for the FWS position for which the student worked the greatest number of hours?
39	For the FWS position for which the student worked the greatest number of hours
	Please categorize the student's job using the 2018 group SOC codes?
	2018 SOC major groups
	Code Title
	11-0000 Management Occupations
	13-0000 Business and Financial Operations Occupations
	15-0000 Computer and Mathematical Occupations
	17-0000 Architecture and Engineering Occupations
	19-0000 Life, Physical, and Social Science Occupations
	21-0000 Community and Social Service Occupations
	23-0000 Legal Occupations
	25-0000 Educational Instruction and Library Occupations

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	27-0000 Arts, Design, Entertainment, Sports, and Media Occupations
	29-0000 Healthcare Practitioners and Technical Occupations
	31-0000 Healthcare Support Occupations
	33-0000 Protective Service Occupations
	35-0000 Food Preparation and Serving Related Occupations
	37-0000 Building and Grounds Cleaning and Maintenance Occupations
	39-0000 Personal Care and Service Occupations
	41-0000 Sales and Related Occupations
	43-0000 Office and Administrative Support Occupations
	45-0000 Farming, Fishing, and Forestry Occupations
	47-0000 Construction and Extraction Occupations
	49-0000 Installation, Maintenance, and Repair Occupations
	51-0000 Production Occupations
	53-0000 Transportation and Material Moving Occupations
	55-0000 Military Specific Occupations
	For the FWS position for which the student worked the greatest number of hours, did COVID-19 prevent the
	student from completing their scheduled hours?
	☐ Yes
40	□ No
40	
	If yes, did the student continue to receive FWS wages?
	☐ Yes
	☐ No
41	(only ask if Q30 > 1)
	For the FWS position for which the student worked the 2 nd most hours, was this FWS position affected by
	the experiment?
	☐ Yes
	□ No
	If Yes, which of the experiment's waivers applied? (list all that apply)
	☐ 34 CFR 675, greater than part-time employment
	☐ 34 CFR 675.26(a)(3), federal share of the compensation in excess of 25 percent

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	For the FWS position for which the student worked the 2 nd most number of hours, was the position: From a Job Location and Development (JLD) program A community service position Required for completion of their academic program None of the above
	If the position was required for completion of their academic program, was it (mark one): Student teaching Clinical rotation Apprenticeship Internship/externship None of the above
42	(only ask if Q30 > 1) For the FWS position for which the student worked the 2 nd most hours: Who was the employer? a. Postsecondary Institution b. federal, state or public agency c. private nonprofit organization d. a private for-profit organization e. Other
43	(only ask if Q30 > 1) For the FWS position for which the student worked the 2nd most hours: Was the job location primarily: ☐ On campus ☐ Off campus
44	(only ask if Q30 > 1) For the FWS position for which the student worked the 2nd most hours, what was the name of the employer?
45	(only ask if Q30 > 1)

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	For the FWS position for which the student worked the 2nd most hours:
	What were the total wages earned by the student during the award year?
	What amount of total wages was paid by FWS?
	(only ask if Q30 > 1)
46	For the FWS position for which the student worked the 2nd most hours:
	What were the total number of hours worked by the student during the award year?
47	How many credits did the student earn for the FWS position for which the student worked the 2 nd most hours?
48	(only ask if Q30 > 1)
	For the FWS position for which the student worked the 2nd most hours
	Please categorize the student's job using the 2018 group SOC codes? (allow for N/A)
	2018 SOC major groups
	Code Title
	11-0000 Management Occupations
	13-0000 Business and Financial Operations Occupations
	15-0000 Computer and Mathematical Occupations
	17-0000 Architecture and Engineering Occupations
	19-0000 Life, Physical, and Social Science Occupations
	21-0000 Community and Social Service Occupations
	23-0000 Legal Occupations
	25-0000 Educational Instruction and Library Occupations
	27-0000 Arts, Design, Entertainment, Sports, and Media Occupations
	29-0000 Healthcare Practitioners and Technical Occupations
	31-0000 Healthcare Support Occupations
	33-0000 Protective Service Occupations
	35-0000 Food Preparation and Serving Related Occupations
	37-0000 Building and Grounds Cleaning and Maintenance Occupations
	39-0000 Personal Care and Service Occupations

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	41-0000 Sales and Related Occupations
	43-0000 Office and Administrative Support Occupations
	45-0000 Farming, Fishing, and Forestry Occupations
	47-0000 Construction and Extraction Occupations
	49-0000 Installation, Maintenance, and Repair Occupations
	51-0000 Production Occupations
	53-0000 Transportation and Material Moving Occupations
	55-0000 Military Specific Occupations
	For the FWS position for which the student worked the 2nd most hours, did COVID-19 prevent the student from completing their scheduled hours?
49	☐ Yes ☐ No
	If yes, did the student continue to receive FWS wages? ☐ Yes ☐ No
50	(only ask if Q30 > 2) For the FWS position for which the student worked the 3rd most hours, was this FWS position affected by the experiment? ☐ Yes ☐ No
	If Yes, which of the experiment's waivers applied? (list all that apply) 34 CFR 675, greater than part-time employment 34 CFR 675.26(a)(3), federal share of the compensation in excess of 25 percent
	For the FWS position for which the student worked the 3rd most number of hours, was the position: From a Job Location and Development (JLD) program A community service position Required for completion of their academic program

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	☐ None of the above
	If the position was required for completion of their academic program, was it (mark one): Student teaching Clinical rotation Apprenticeship Internship/externship None of the above
51	(only ask if Q30 > 2) For the FWS position for which the student worked the 3rd most hours: Who was the employer? a. Postsecondary Institution b. federal, state or public agency c. private nonprofit organization d. a private for-profit organization e. Other
52	(only ask if Q30 > 2) For the FWS position for which the student worked the 3rd most hours: Was the job location primarily: ☐ On campus ☐ Off campus
53	(only ask if Q30 > 2) For the FWS position for which the student worked the 3rd most hours, what was the name of the employer?
54	(only ask if Q30 > 2) For the FWS position for which the student worked the 3rd most hours: What were the total wages earned by the student during the award year? What amount of total wages was paid by FWS?

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	(only ask if Q30 > 2)
55	For the FWS position for which the student worked the 3rd most hours:
	What were the total number of hours worked by the student during the award year?
56	How many credits did the student earn for the FWS position for which the student worked the 3 rd most hours?
57	(only ask if Q30 > 2)
	For the FWS position for which the student worked the 3rd most hours
	Please categorize the student's job using the 2018 group SOC codes? (allow for N/A)
	2018 SOC major groups
	Code Title
	11-0000 Management Occupations
	13-0000 Business and Financial Operations Occupations
	15-0000 Computer and Mathematical Occupations
	17-0000 Architecture and Engineering Occupations
	19-0000 Life, Physical, and Social Science Occupations
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	33-0000 Protective Service Occupations
	35-0000 Food Preparation and Serving Related Occupations
	37-0000 Building and Grounds Cleaning and Maintenance Occupations
	39-0000 Personal Care and Service Occupations
	41-0000 Sales and Related Occupations
	43-0000 Office and Administrative Support Occupations
	45-0000 Farming, Fishing, and Forestry Occupations

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	47-0000 Construction and Extraction Occupations
	49-0000 Installation, Maintenance, and Repair Occupations
	51-0000 Production Occupations
	53-0000 Transportation and Material Moving Occupations
	55-0000 Military Specific Occupations
	For the FWS position for which the student worked the 3rd most hours, did COVID-19 prevent the student from completing their scheduled? — Yes
58	□ No
	If yes, did the student continue to receive FWS wages?
	☐ Yes
	☐ No
59	What were the names of any additional employers who employed the student under the FWS experiment?