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OSFA-STATE: #25-26:07

MEMORANDUM

TO: Financial Aid Directors at Postsecondary Institutions Participating in the Florida Work Experience Program (FWEP)

FROM: Shawn Haskin
Director, State Scholarship and Grant Programs

DATE: August 1, 2025

SUBJECT: **2025-26 FWEP Allocation Notice**

The 2025-26 FWEP annual appropriation is \$1,569,922 and institutional allocations will be made based on the number of eligible institutions, institutional requests for funds, and prior year disbursements. FWEP institutional allocations will be posted on the Payment Summary screen where semester and quinmester institutions will receive 50 percent of their annual allocation in Term 1 and quarter institutions will receive 40 percent of their annual allocation in Term 1. Listed below are Student Eligibility Requirements, Reimbursement Guidelines, and Program Deadlines.

Student Eligibility Requirements:

To be eligible for the FWEP program, a student must:

- Be a Florida resident enrolled at least half-time in:
 - An eligible college or university as an undergraduate student; and
 - A career certificate or applied technology diploma program of study of 450 or more clock hours at a career center operated by a district school board, a charter technical career center, or a Florida College System institution; or
 - An educator preparation institute despite having previously earned a baccalaureate degree.
- Demonstrate financial need by completing the *Free Application for Federal Student Aid* (FAFSA) with the first priority given to Pell-eligible students.
- Maintain a cumulative grade point average of 2.0 on a 4.0 scale.
- Earn upon annual spring renewal process, the following cumulative credit hours requirement:
 - 12 credit hours (or 360 clock hours) per term for full-time funded enrollment;
 - 9 credit hours (or 270 clock hours) per term for three-quarter-time funded enrollment; or
 - 6 credit hours (or 180 clock hours) per term for half-time funded enrollment.

Suzanne Pridgeon
Deputy Commissioner, Finance and Operations

Reimbursement Guidelines:

- Postsecondary institutions may use 100 percent of their allocation for student employment on campus.
- Postsecondary institution employers and public elementary and secondary school employers shall be reimbursed 100 percent of student wages.
- All other employers may be reimbursed up to 70 percent of the student wages.
- Pre-employment costs necessary for a student to be employed by a public elementary or secondary school employer shall be furnished from the postsecondary institution's allocation for the program.

Program Deadlines:

- Postsecondary institutions shall report disbursed funds within 30 days after the end of each term.
- Refunds are due by June 1, 2026. All funds must be used or refunded to the Florida Department of Education, Office of Student Financial Assistance (OSFA).

Should you have questions regarding FWEP, please contact Tanesha Bryant via email at Tanesha.Bryant@fldoe.org, or call 850-410-5181.

SH/tb

Attachment: FWEP Overview

cc: Lou Anne Standley, Assistant Deputy Commissioner, Finance and Operations
Tanesha Bryant, Program Specialist, OSFA