

## Community Service Learning (CSL) University of Northern Iowa

### What is Community Service Learning?

- Community Service Learning is a partnership between UNI and community nonprofit organizations.
- Qualified students work at off-campus positions while earning Federal Work Study funds.
- Student employees receive pay through UNI.
- Nonprofit organizations are responsible for 25 percent of the earnings. A normal Federal Work Study award is \$2,000. The maximum amount an agency would be responsible for is \$500.
- The program is available during the fall and spring semesters, not summer.

### Why participate?

- Students gain valuable work experience.
- Employers pay only 25% of the wages. It is a cost savings.
- The work performed is in the public interest. It improves the quality of life for the community.
- Interns enrich the agencies by bringing with them the latest information and practices in their fields of study.

### How can students or organizations participate?

- Off-campus agencies can advertise for positions using online resources through UNI Career Services.
- Staff in the Office of Financial Aid & Scholarships can determine which student applicants qualify for Federal Work Study.
- The agency interviews and selects the student(s) for the position.
- The Office of Financial Aid & Scholarships awards Federal Work Study to eligible student employees.
- The student employee meets with UNI staff for set up in UNI payroll.
- Students currently working for an organization may also qualify for Community Service Learning. Contact the Office of Financial Aid & Scholarships for help in determining if a student qualifies.

### How is payment handled?

- The hourly pay rate ranges from minimum wage to \$15.00.
- Student employees are set up on UNI's payroll system. Students submit online weekly UNI timecards.
- Staff from off-campus agencies have access to UNI's Web portal to view and approve timecards.
- Students receive bi-weekly pay through direct deposit to their bank or credit union accounts.
- UNI invoices agencies 25 percent of the earning at the end of the semester.

### What organizations are eligible to participate?

- An organization must be incorporated as nonprofit under federal or state law.
- Public agencies include federal, state, or local organizations.
- Private nonprofit organizations include hospitals, daycare centers, halfway houses, or crisis centers.

### Are there any nonprofit organizations or work, which does not qualify?

- Organizations with the primary purpose of benefiting the members do not qualify. Examples include credit unions, fraternal or religious orders or cooperatives.
- Political activity does not qualify.

For more information contact:

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