Community Service Learning – How to View Work Study Monitoring Report

**Step 1:** Navigate to ebiz.uni.edu and log in with your UNI credentials

**Step 2:** On the left hand tool bar, select UNI Student Employee Self-Service and then click on Student Work Study Monitoring Report.

**Step 3:** This will pull up your work study earnings and indicate how many hours you have remaining to work.

The amount listed here is the amount you have remaining to earn. Once this is at $0, you will no longer be able to earn work-study.