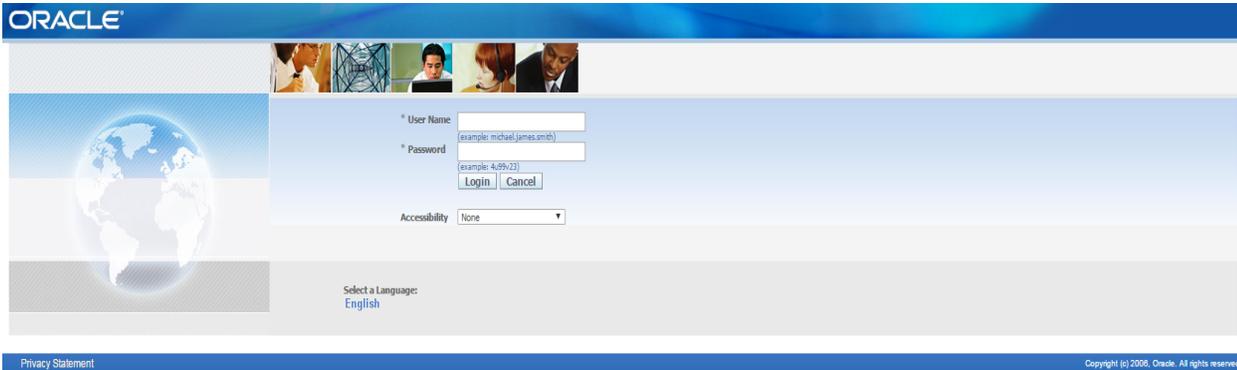


Community Service Learning – How to View Work Study Monitoring Report

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.

Full Name	[REDACTED]
UNI ID	[REDACTED]
Organization	Financial Aid
Last Payroll Run	2015-12-09
Fund	Federal
Fall Award	1,000.00
Spring Award	1,000.00
Summer Award	0.00
Total Award	2,000.00
Current Wage	7.5
Actual Paid	870.00
Pending	202.50
Total Earnings (Actual Paid + Pending)	1,072.50
Unearned Amount (Total Award - Total Earnings)	927.50
Remaining Hrs To Work	123.67

IMPORTANT INFORMATION:
For more information, please visit our website at www.uni.edu/finaid/ or call Student Employment at 273-6394.

ACTUAL PAID: Amount of work award you have been paid as of the most recent payroll.
PENDING: Amount of work award found on timecards that have yet to be paid.
UNEARNED AMOUNT AND REMAINING HOURS TO WORK: Calculated to include both actual paid and pending hours.