



Student Guide: Accept or Decline?

This guide is a quick overview of the FWS program intended to assist you in deciding whether to accept or decline your FWS offer. **NOTE:** You are under no obligation to accept award offer.

What is the FWS program?

The Mt. SAC FWS program offers an opportunity for part time on-campus employment. FWS is awarded as a type of financial aid that offers students an opportunity to earn money. *Note: Employment is not guaranteed, it is your responsibility to find a FWS position.*

What Are the benefits?

- Earn money
- Flexible work schedule
- Convenient
- Develop professional skills
- Build your resume
- Networking opportunities
- No work experience required

1 If you are interested, accept your FWS award offer!


Click on the [Accepting Your FWS Award Offer](#) guide link. If you will not participate you can decline the offer, or just wait until the offer expires on its own. *Note: Award offer will expire in 4 weeks.*



2 Complete the yearly FWS Student Orientation.

Read your orientation carefully. The orientation will outline the entire FWS process from start to finish.




 After completing the orientation, you will receive an email from Adobe Sign. You need to confirm your email address by clicking on the link in the email, **Confirm my email address**.

3 Start searching and applying to jobs.

You can now start your job search on Mt. SAC's job posting platform, Handshake. All FWS job positions will be titled "WS – Student Assistant".



 We highly recommend that you attach the [FWS Employment Application Form and Award Overview page](#) (showing you accepted FWS offer) to every job position you apply to on Handshake.



Find more how-to guides on our sites: [FWS Program](#) & [Career Center](#)