Campus jobs may be classified as “work-study” or “non-work-study.” Work-Study is a program that gives eligible students the opportunity to gain work experience and earn money. It is awarded as part of some financial aid packages.

A work-study job allows students to work conveniently on campus and can be a great way to network. Note: Students must work in order to access the money awarded to them.

A non-work-study job is a campus job that does not require a work-study award. However, if a student has been awarded work-study, it may be used.

Q: How do I find out if I’m eligible for work-study?
If you applied for financial aid by completing the Free Application for Federal Student Aid (FAFSA) or the CA Dream Application and submitted the application by the annual March 2 deadline, you can check whether you were awarded work-study on the “My Aid” page of the Office of Financial Aid and Scholarships website.

Q: Where do I go to get more information about work-study awards?
The Office of Financial Aid and Scholarships provides detailed information about work-study awards in the “Paying for UCI” page of the Office of Financial Aid and Scholarships website.

Q: Where do I find work-study jobs?
Log onto Handshake (uci.joinhandshake.com/login) to search for jobs and select filters like “On-Campus” and “Work Study” to refine your search or go to career.uci.edu/undergraduate/find-a-job/campus-jobs.

Q: What happens if I don’t use my work-study?
If you fail to use your work-study, you run the risk of losing it for the next academic school year.

Q: Is it possible to work off campus and earn work-study?
There are a limited number of positions off campus that offer work-study. Check Handshake (uci.joinhandshake.com/login) for the most up to date listings of available positions.
FAQs continued

Q: Can I work in two different departments and still collect work-study?

Yes, but you have to collect a signed agreement form from each department and coordinate your hours with each department to not exceed the maximum 19.5 hours permitted during the academic year.

Q: Where do I find a campus job?

You can find campus jobs on Handshake, UC Irvine’s job portal. Log onto Handshake at uci.joinhandshake.com using your UCInetID.

Q: Is there a way to narrow my search for jobs to work-study or non-work study only?

After logging into Handshake, click on the Jobs tab. Under the search bar, click on “on-campus,” then click “filters” to search for work-study-only.

Q: Are there other places to look for campus jobs besides Handshake?

Yes, some departments list their available positions on their websites. A few examples are listed on the side of this page.

Campus departments that frequently have job openings

- Anteater Recreation Center
campusrec.uci.edu/employment
949-824-5346

- UCI Libraries
lib.uci.edu/student-employment-information
949-824-6836

- Student Center / Conference Center
studentcenter.uci.edu/involve/student-employment-opportunities
949-824-5252

- Parking and Transportation Services
parking.uci.edu
949-824-2691

- Office of Information Technology (OIT)
oit.uci.edu/org/jobs/student
949-824-2222

- Hospitality and Dining Services
food.uci.edu/employment
949-824-1492

- UC Irvine Athletics and Bren Events Center
949-824-3232