



ASSUMPTION HIGH SCHOOL

NATIONALLY RECOGNIZED SCHOOL OF EXCELLENCE SPONSORED BY THE SISTERS OF MERCY

Assumption High School

Work Study Program

Assumption High School is pleased to announce that our Work Study program will be offered again for the 2024-25 School Year.

Work Study students will do supervised cleaning and occasional set-up/tear down. No special technical skills are required beyond a willingness to provide outstanding service to the school.

Students selected for Work Study will earn a **\$400 tuition credit for every 40 hours worked**, as well as a \$20 gift certificate to the Campus Store. Hours worked after March 31 of any year will be credited to tuition for the following school year.

Because the program is vital to the operation of the school, each student must approach Work Study as she would a job. Showing up, being on time, following directions, and working efficiently and effectively each shift are expected.

Once a student is accepted into the program, with the agreed-upon accommodations, the student must finish at least 40 hours per school year to earn the tuition credit. No partial credit is given for working less than 40 hours.

Additional Information:

- During the school year, **Work Study hours are held Monday through Friday 3:15-5:15 PM**. These hours may change based on a change in the daily school schedule, such as a 12:30 PM dismissal day.
 - Students accepted into the Work Study program will be assigned a weekly schedule. Participants will be scheduled the same days each week; however, we are willing to accommodate for club meetings and other appointments with proper notice.
 - Shifts are limited to 6-7 student workers per shift. Schedules will be assigned based on the availability of applicants.
 - All applications are considered. Limited availability will not prevent a student from being selected for the Work Study program. **Schedules are flexible, and students can choose to work up to five days a week or only a few times a month.**
 - **Applicants with a demonstrated financial need will take precedence when scheduling participants.**
 - **We will give scheduling priority to freshman and sophomore applicants.** Because it is more difficult for freshmen and sophomores to obtain jobs outside of school, we believe

this is one way we can support families' efforts to afford Assumption. **However, applicants in all grade levels will be considered for the Work Study program.**

- Work Study runs August through May each school year except for breaks, holidays, and other school days off.
- You will be contacted by email if your daughter is selected for Work Study.
- If you do not accept the opportunity when contacted, you may lose the opportunity for that application period.
- You must submit a new application each year to be considered for this program.
- Families must complete an **online** application for their daughters to be considered for the Work Study program. You can find the application [here](#).
 - Applications for the 2024-25 School Year are requested **by Monday, August 5.**

Questions regarding tuition credit can be addressed to Tammy Finch at (502) 271-2521.

Schedule questions may be addressed to Jenny Friedenberg at (502) 271-2523.