

SWAP Students

The Student Work Assistance Program (SWAP) provides paid employment for students who demonstrate financial need. SWAP students are hired to work in various capacities throughout campus. Students wishing to apply for SWAP must submit a [SWAP Application Form](#) to the Financial Aid Office in order to be considered, and must reapply to the program each semester they wish to work in. All hirings must be approved by the Assistant Registrar, Financial Assistance.

If you are interested in hiring a SWAP student to assist in your area, you should be aware of the following requirements:

- Students must be enrolled in minimum of 9 credits (exception: students with registered permanent disabilities can enroll with minimum of 6 credits)
- Cannot work in areas that jeopardize protection of privacy
- Minimum shift cannot be less than 2 hours (when they have class) or 4 hours (when they do not have class)
- All work must be performed within scheduled campus hours (excludes weekends, stat holiday, and December closure)
- Overtime is not permitted
- If you are a SWAP student when you withdraw to below 60% enrolment, you will no longer be eligible for the program

Note that SWAP budget for your Department must be approved prior to each new fiscal year. If you have any questions about your allocation, contact the [Assistant Registrar, Financial Assistance](#).