

~ ATTENTION ALL SUNO STUDENTS ~

FREQUENTLY ASKED QUESTIONS

SUNO WORK-STUDY PROCESS

Applications can be picked up in the SUNO Financial Aid Office (**July 1, 2019 thru August 6, 2019**) and during Late Registration (**August 12, 2019 thru August 16, 2019**).

Students who are interested in being a part of the University Work-Study Program must complete the following steps:

1. Pick up a Work-Study application from the Office of Student Financial Aid (this does not mean you have been Awarded any Work-Study funds)
2. Seek Employment on Campus – visit Departments on campus to see if they have any available openings in their office on campus. If openings are available, the Department Head or Department Work-study Liaison will interview the student for hiring placement.
3. Departmental Job/Hire Acceptance – Once the student is accepted for Job Placement, then the completed Work-Study Application needs to be submitted to the Office of Student Financial Aid so that the Work-study Coordinator can review it and determine the student eligibility.
4. Work-Study Contract – Students are notified to pick up Work-Study Contract when placement has been verified and Work-Study funding has been allocated.
5. Work-Study Approval – Student can begin working.

Southern University at New Orleans offers part-time employment opportunities through the Federal and Community Service Work-Study Programs. Students are allowed to work on-campus and off-campus through the program to help pay educational expenses. Students employed under the Federal and Community Service Work-Study Programs must complete the FAFSA each year, be determined eligible, and have financial need. Students are paid on a monthly basis (15th of the month) for hours worked during the previous month. Funds are limited!

TEXTBOOKS

Please visit the SUNO Bookstore on the first floor of the University Center (Park Campus) for Textbooks, school supplies and other University paraphernalia.

SUNO BOOK VOUCHERS (to be used in the SUNO Book Store)

Book Vouchers will be available starting Monday, August 12, 2019 thru Monday, August 19, 2019. Vouchers MUST be used by Monday, August 19, 2019. Only Students who have accepted a Financial Aid Award are eligible for a Book Voucher. Students who receive deferments ARE NOT eligible for Book Vouchers.

The SUNO Bookstore will receive a list from the Comptroller's Office on Monday, August 12, 2019. Students will be sent an e-mail notification by the Comptroller's Office regarding their eligibility.

BOOK RENTALS

Please visit the SUNO Bookstore for the limited books that are available for rental.

E-BOOKS

If you register for a class that has an Electronic (E-Book) Book charge, then you do not need to purchase a book for that class. E-Book Codes are distributed by the Course Instructor on DAY 1. Students are not to purchase books from the Bookstore because the fee is already charged on your Fee Bill.

CAFÉ CASH

This non-refundable student imposed fee is assessed to every registered student attending class on campus during the Fall & Spring semesters. Café Cash is accessible by way of your student ID card and funds may be used at the SUNO Knight's Dining Hall (located at the rear of the main campus) and at the Aramark POD (located in the Student UC). All special dietary requests should be addressed to Knight's Dining Management by the 14th day of class. Request made after the 14th class day will not be honored.

STUDENT PHOTO ID'S

Student Identification Cards are processed in the Information Technology Center (ITC) located on the Lake Campus. During Registration, students can receive ID's in Room 102 of the Information Technology Center on Monday—Friday, 8:15 a.m. - 12:00 p.m. and 1:00 p.m.—4:45 p.m. After Registration, students must go to the 2nd floor of the Information Technology Center to receive ID's.