

Fred Farias III, O.D.  
CHAIR

Donna N. Williams  
VICE CHAIR

S. Javaid Anwar  
SECRETARY OF THE BOARD

Cage M. Sawyers  
STUDENT REPRESENTATIVE

Richard L. Clemmer  
Stacy A. Hock  
Emma W. Schwartz  
Ashlie A. Thomas  
Welcome Wilson, Jr.  
Daniel O. Wong

Harrison Keller, Ph.D.  
COMMISSIONER OF HIGHER  
EDUCATION

## Memorandum

**To:** Public and Private/Independent Institutions of Higher Education  
**From:** DeChà Reid  
Director III, Student Financial Aid Programs (SFAP) Operations  
**Date:** June 7, 2024  
**Subject:** 2024-25 (FY 2025) Program Guidelines – State Work-Study Programs

The 2024-25 (FY 2025) edition of guidelines for the State Work-Study Programs are now available and will be posted on the SFAP webpage under [Program Resources](#). As a reminder, the Texas College Work-Study (TCWS) Program and the Work-Study Student Mentorship Program (WSMP) guidelines and resources have been combined to better align with Texas Administrative Code.

Each year, the guidelines are revised to reflect any updates to the Texas Education Code (TEC) and the Texas Administrative Code (TAC), as well as to enhance guidance for institutions in administering state financial aid programs.

### Highlighted below are some of the overarching changes:

- Annual updates were made on year references.
- The appendices were amended as needed.

For questions, please call 844-792-2640 or submit an online inquiry through [CONTACT US](#) (select “Financial Aid Question” for the Contact Reason).

**Enclosed:** [2024-25 State Work-Study Programs Guidelines](#)