



MEMBERSHIP CRITERIA

CRITERIA FOR MEMBERSHIP ELIGIBILITY

All applicants must be recognized and approved as a work college by the U.S. Department of Education.

TO APPLY

Eligible institutions may apply for membership in the Consortium using the attached application. Applicants must provide evidence of their qualifications for membership according to the criteria enumerated here. Membership applications are reviewed by Consortium staff and submitted to the Presidents Council for decision.

A decision will be made within 90 days of receipt of the application and materials.

Please Note: *All colleges which meet the federal criteria and are approved by the U.S. Department of Education are eligible to receive work colleges funding whether or not they are a member of the Work Colleges Consortium.*

Membership in the Consortium is open to any educational institution that:

1. Is a public or private nonprofit, four-year, degree-granting college or university with a demonstrated commitment to community service;
2. Has operated a comprehensive student work-learning-service program for at least two years;
3. Requires all resident students, including at least one-half of all students who are enrolled on a full-time basis, to participate in a comprehensive work-learning-service program for at least five hours each week, or at least 80 hours during each period of enrollment, except summer school, unless the student is engaged in an institutionally organized or approved study abroad or externship program;
4. Provides students participating in the comprehensive work-learning-service program with the opportunity to contribute to their education and to the welfare of the community as a whole;

5. Has administered a Federal Work-Study program for the previous two years and is in compliance with all applicable regulations governing such programs (e.g., Fair Labor Standards Act);
6. Has the ability to carefully track and monitor student hours while participating in a comprehensive work-learning-service program since working above or under hours can impact student financial aid awards and/or college budgeting;
7. Is qualified as a work college under regulations governing work colleges (Title: 34 Education, Part 675-Federal Work Study Programs / Subpart C);
8. Is officially recognized by the U.S. Department of Education as a work college;
9. Is accredited by an accrediting agency recognized by the [U.S. Department of Education](#);
10. Is compliant with all financial reporting and audit requirements of the U.S. Department of Education and applicable accrediting agency;
11. Has filed IRS Form 990 and applicable schedules for the institution's two most recent fiscal years. If not required to file such information with the IRS, has reported necessary lobbying disclosures as required by the work of the WCC;
12. Has agreed to the Articles of Association;
13. Has agreed to the Consortium's Fiscal Agency Agreement (with Berea College);
14. Agrees to make annual contributions to the WCC budgets; and
15. If placed under any form of probation or sanctions with the U.S. Department of Education or accrediting agency pertaining to student aid, student loan, or other federal programs, the member institution must notify the Presidents Council and Consortium Office. Depending upon the severity of the circumstances and details surrounding the levy of sanctions or probationary status, the member president may exercise a voluntary recusal from the Presidents Council and corresponding decision-making, or the Presidents Council, by a two-thirds vote, may require a temporary involuntary abstention of the member president from Presidents Council activities until the levied sanction/probation is resolved satisfactorily.

The term comprehensive student work-learning-service program means a program that:

1. Is an integral and stated part of the institution's educational philosophy and program;
2. Requires participation of all resident students for enrollment and graduation;
3. Includes learning objectives, evaluation, and a record of work performance as part of the student's college record;
4. Provides programmatic leadership by college personnel at levels comparable to traditional academic programs;

5. Recognizes the educational role of work-learning-service supervisors; and
6. Includes consequences for nonperformance or failure in the work-learning-service program similar to consequences for failure in the academic program.