

Budgeting Tips for Undergraduate Work-Study Students

HOW DO I GET PAID THROUGH WORK-STUDY?

You are paid bi-weekly via direct deposit to your bank or a physical check, based on the hours submitted for each pay period. Your time records must be submitted by the due date specified on UCLA's Time Reporting System (TRS). If you are hired under ASUCLA, you do not submit your time record as this is done automatically by ASUCLA.

WHAT IS BUDGETING?

Budgeting is the process of creating a plan to allocate your money.

WHY IS BUDGETING IMPORTANT?

Budgeting balances your income with your expenses and ensures you are not spending more than your make, allowing you to plan for short and longterm expenses.





GET STARTED BY CREATING A BASIC BUDGET

- 1 Outline Your Bi-Weekly Income
- 2 Determine your **NEEDS** (rent, groceries, utilities, insurance, etc...)
- 3 Determine **SAVINGS GOALS** (ex: emergency funds or a big purchase)
- 4 Determine your **WANTS** (fun money, subscriptions, entertainment)
- 5 Track Your Expenses



HERE ARE SOME BUDGETING TIPS

- ✓ Prioritize Needs and Savings But Leave Room for Fun
- ✓ Utilize FREE Mobile Apps to help you
 -  **Mint**
 -  **Rocket Money**
- ✓ Revisit Your Budget Monthly

FOR MORE INFORMATION: