Federal Work Study
Academic Year 2013-2014

By: Rosa Torres
Steps to accept a FWS award

- Log on to CUNYfirst ([www.hostos.cuny.edu/first](http://www.hostos.cuny.edu/first))
- HR/Campus Solutions
- Self Service
- Student Center
- Accept/Decline Awards
- Select Aid Year 2014 (Financial Aid Year 2013-2014)
- On the Award Package page ACCEPT/DECLINE FEDERAL WORK STUDY FALL/SPRING
- Submit
- Confirm
Cont.

Finances

My Account
Account Inquiry

Financial Aid
View Financial Aid
Accept/Decline Awards
Direct Loan Processing Form
Supplement Form
Financial Aid

Select Aid Year to View

Click the aid year you wish to view

<table>
<thead>
<tr>
<th>Aid Year</th>
<th>Institution</th>
<th>Aid Year Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>Hostos Community College</td>
<td>Financial Aid Year 2013-2014</td>
</tr>
<tr>
<td>2013</td>
<td>Hostos Community College</td>
<td>Aid year not set up for self-service.</td>
</tr>
</tbody>
</table>
# Financial Aid

## Award Package

### Financial Aid Year 2013-2014

Your financial aid package has been revised based on updated information. Please review each award and corresponding message. You may Accept and/or Decline any or all of the awards that are currently available. Remember to 'Submit' your changes.

**Last Updated:** 06/21/2013 12:13:36PM  **Status:** Revised Package

<table>
<thead>
<tr>
<th>Award</th>
<th>Category</th>
<th>Career</th>
<th>Offered</th>
<th>Accepted</th>
<th>Accept</th>
<th>Decline</th>
</tr>
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<tbody>
<tr>
<td>Federal PELL Grant Fall</td>
<td>Grant</td>
<td>Undergraduate</td>
<td>2,822.50</td>
<td>2,822.50</td>
<td>✔</td>
<td>□</td>
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<tr>
<td>Federal PELL Grant Spring</td>
<td>Grant</td>
<td>Undergraduate</td>
<td>2,822.50</td>
<td>2,822.50</td>
<td>✔</td>
<td>□</td>
</tr>
<tr>
<td>Federal SEOG Spring</td>
<td>Grant</td>
<td>Undergraduate</td>
<td>175.00</td>
<td>175.00</td>
<td>✔</td>
<td>□</td>
</tr>
<tr>
<td>Initial TAP-Fall</td>
<td>Grant</td>
<td>Undergraduate</td>
<td>2,100.00</td>
<td>2,100.00</td>
<td>✔</td>
<td>□</td>
</tr>
<tr>
<td>Federal Work Study Spring</td>
<td>Work/Study</td>
<td>Undergraduate</td>
<td>900.00</td>
<td>900.00</td>
<td>✔</td>
<td>□</td>
</tr>
<tr>
<td>Federal Work Study Fall</td>
<td>Work/Study</td>
<td>Undergraduate</td>
<td>900.00</td>
<td>900.00</td>
<td>✔</td>
<td>□</td>
</tr>
<tr>
<td>Estimated Tap Spring</td>
<td>Grant</td>
<td>Undergraduate</td>
<td>1,513.00</td>
<td>1,513.00</td>
<td>✔</td>
<td>□</td>
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<tr>
<td>Federal SEOG Fall</td>
<td>Grant</td>
<td>Undergraduate</td>
<td>175.00</td>
<td>175.00</td>
<td>✔</td>
<td>□</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>11,408.00</strong></td>
<td><strong>11,408.00</strong></td>
<td>✔</td>
<td>□</td>
</tr>
</tbody>
</table>

Currency used is US Dollar.

[accept all] [decline all] [clear all] [update totals] [Submit]
How to Receive FWS Earnings/Payments

There are three different options from which students may choose to receive their FWS earnings/payments:

- **CUNY Scholar Card**—Students who do not want to receive a paper check or do not have a personal bank account may select this option.
- **Direct Deposit**—Students who have a personal bank account may sign up for direct deposit.
- **Paper check**—checks will be mailed to the address on file (Campus Community—CUNYFirst).
CUNY Scholar Card and Direct Deposit

- Log on to CUNYfirst (www.hostos.cuny.edu/first)
- HR/Campus Solutions
- Self Service
- Campus Finances
- Manage My Direct Deposit
  - You will be prompted to sign up for the direct deposit and a link will also be provided to sign up for the CUNY Scholar Card (students who do not have a personal bank account may consider this option). Click on the desired tab and follow instructions as the are presented to you.
Campus Finances

- **Account Inquiry**: View details about your financial account.
- **View Financial Aid**: View information about your financial aid awards, including scheduled disbursements.
- **View 1098-T**: View 1098-T statements electronically.
- **Manage My Direct Deposit**: Manage my direct deposit enrollment.
Direct Deposit
CUNYFirst—Direct Deposit Screen

My Direct Deposits

You are currently not enrolled in Direct Deposit.

Enroll in Direct Deposit

Account Inquiry    Electronic Payments/Purchases    Account Services
Direct Deposit    1098t Tax Form    Bank Accounts
Adding a bank account

Manage My Accounts

Add Account Details

Enter the account details below and click next to proceed. If your financial institution is not listed, please contact the Bursar’s Office. If you would like to learn about the Scholar Support Card program, please visit the CUNY Scholar Support Card site.

Financial Institution Details

Nickname
Account type
Routing Number
Account Number
Confirm Account Number
Account Holder

View Sample Check

Cancel | Next
CUNY Scholar Card

Welcome >> Admissions >> Financial Aid >> Information & Resources >> Scholars Support

Scholars Support
Information and Frequently Asked Questions
Enroll Online

HE GETS IT.
Fast, Smart, Secure. Put your financial aid on easy-to-manage CUNY Scholar Support Card. Use it just about anywhere for anything.

DO YOU?
Click to ENROLL TODAY
www.enroll.citiprepaid.cuny.com

MasterCard is a registered trade mark of MasterCard International Incorporated.

WHAT IS THE CUNY SCHOLAR SUPPORT PREPAID CARD?
Financial aid and work study payments automatically loaded to a prepaid MasterCard® card.

HOW CAN IT BE USED?
- Make purchases anywhere MasterCard debit is accepted.*
- Purchase textbooks.
- Get cash at ATMs.

WHY THE CUNY SCHOLAR SUPPORT PREPAID CARD?
- Doesn’t require a bank account
- No check cashing fees
- No need to wait for a check
- Mastercard zero liability protection **
- Faster access to funds
- Check your balance online

ENROLL NOW
Online enrollment available to qualified CUNY students. >>

FREQUENTLY ASKED QUESTIONS
Get all your answers here.

* A convenience fee of 3.55% applies when the card is used to pay college/university expenses.
CUNY Scholar Card (enrolling)
CUNY Scholar Card (Español)

Ahora aliste para el CUNY Scholar Support Program

¡El rápido, seguro y la mayoría de las maneras convenientes para usted recibir sus fondos Financieros de Ayuda y práctica estadía! Matricularse es rápido. Entre su información debajo de tan podemos verificar quién usted es. ¡Oye en para el Apoyo de Estudios de CUNY Card! que mantenga la tarjeta y exista un número de servicio para usted. La información que usted proporcione siempre es mantenida seguro y seguro.

¿Es un usuario nuevo?
Inscríbase hoy mismo para comenzar a recibir pagos.

¿Ya es usuario?
Ingresas su nombre de usuario y contraseña para iniciar sesion.

TENGA EN CUENTA: si ya ha registrado la tarjeta en el sitio web del titular de CUNY Scholar Support Program, ingresa aquí el número de usuario y contraseña.

Entrar
Nombre de usuario
Contraseña

Acceso
Access to paystubs, compensation history and W-2

- Log on to CUNYfirst (www.hostos.cuny.edu/first)
- HR/Campus Solutions
- Self Service
- Payroll and compensation
  - View Work Study W-2
- View Work Study Paycheck, or
- Compensation History
Payroll and Compensation
View Paycheck

Review your available Work Study paychecks below. Select the check date of the paycheck you would like to review.

<table>
<thead>
<tr>
<th>Select Paycheck</th>
<th>Company</th>
<th>Pay Begin Date</th>
<th>Pay End Date</th>
<th>Net Pay</th>
<th>Paycheck Number</th>
<th>PDF File</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-07-25</td>
<td>Work Study - Federal</td>
<td>06/30/2013</td>
<td>07/13/2013</td>
<td>$245.01</td>
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<td>06/16/2013</td>
<td>06/29/2013</td>
<td>$94.25</td>
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### 2013–2014 ACADEMIC YEAR

**FWS Payroll Calendar**

<table>
<thead>
<tr>
<th>Payroll #</th>
<th>Pay Period</th>
<th>Timesheet Deadline</th>
<th>Paydate</th>
<th>Hours Worked</th>
<th>Hours Remaining</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>06/16/13-06/29/13</td>
<td>07/01/13</td>
<td>07/11/13</td>
<td>40</td>
<td>208</td>
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<tr>
<td>2</td>
<td>06/30/13-07/13/13</td>
<td>07/15/13</td>
<td>07/25/13</td>
<td>18</td>
<td>190</td>
</tr>
<tr>
<td>3</td>
<td>07/14/13-07/27/13</td>
<td>07/29/13</td>
<td>08/08/13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>07/28/13-08/10/13</td>
<td>08/12/13</td>
<td>08/22/13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>08/11/13-08/24/13</td>
<td>08/26/13</td>
<td>09/05/13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>08/25/13-09/07/13</td>
<td>09/09/13</td>
<td>09/19/13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>09/08/13-09/21/13</td>
<td>09/23/13</td>
<td>10/03/13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>09/22/13-10/05/13</td>
<td>10/07/13</td>
<td>10/17/13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>10/06/13-10/19/13</td>
<td>10/21/13</td>
<td>10/31/13</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*2013-2104 FWS Award: $2,000.00*

*Maximum Hours: 240*

**Tracking Hours Worked**
Important: How to you apply for FWS?

In order to apply for the FWS program:

1. You must fill out a Free Application for Federal Student Aid (FAFSA) as early as January 2nd.
2. You must answer yes to the "Are you interested in being considered for work study" question
Important emails

- Olga Murphy-Associate Director/Federal Work Study Coordinator  omurphy@hostos.cuny.edu
- Rosa Torres-Financial Aid Specialist/Assistant to the FWS Coordinator  rotorres@hostos.cuny.edu
- Jazmin Rodriguez-CUNY Office Assistant  jrodriguez@hostos.cuny.edu
- Lourdes Seda-College Assistant  lseda@hostos.cuny.edu
Important Websites

- Free Application for Federal Student Aid (FAFSA)
  www.fafsa.ed.gov
- Office of Financial Aid-Hostos Community College
  www.hostos.cuny.edu/ofa/
- Office of Financial Aid-FWS
  www.hostos.cuny.edu/ofa/fws/
- CUNYfirst log in
  www.hostos.cuny.edu/first
- Public Service Corps-America Reads/America Counts