



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)
- 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](#)

Cont.

Financial Aid

Select Aid Year to View

Click the aid year you wish to view

Aid Year	Institution	Aid Year Description
2014	Hostos Community College	Financial Aid Year 2013-2014
2013	Hostos Community College	Aid year not set up for self-service.

Cont.

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

Award	Category	Career	Offered	Accepted	Accept	Decline
Federal PELL Grant Fall	Grant	Undergraduate	2,822.50	2,822.50	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Federal PELL Grant Spring	Grant	Undergraduate	2,822.50	2,822.50	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Federal SEOG Spring	Grant	Undergraduate	175.00	175.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Initial TAP-Fall	Grant	Undergraduate	2,100.00	2,100.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Federal Work Study Spring	Work/Study	Undergraduate	900.00	<input type="text" value="900.00"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Federal Work Study Fall	Work/Study	Undergraduate	900.00	<input type="text" value="900.00"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Estimated Tap Spring	Grant	Undergraduate	1,513.00	1,513.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Federal SEOG Fall	Grant	Undergraduate	175.00	175.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total			11,408.00	11,408.00		

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 they are presented to you.

Campus Finances

[Main Menu](#) > [Self Service](#) >



Campus Finances

View your account, make an electronic payment, view and accept your financial aid awards.



[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

Account Inquiry	Electronic Payments/Purchases	Account Services
direct deposit	1098t tax form	bank accounts

My Direct Deposits

Account Summary

You have the following financial institution accounts set up. If you intend to use another financial institution account not listed below, click on Add another Account. Otherwise, click on Proceed to Modify Direct Deposit.

Account Summary as of 07/27/2013

Account Nickname	Account Type	Account Number

[ADD ANOTHER ACCOUNT](#) [PROCEED TO ENROLL IN DIRECT DEPOSIT](#)

[Account Inquiry](#) [Electronic Payments/purchases](#) [Account Services](#)
[Direct Deposit](#) [1098t Tax Form](#) [Bank Accounts](#)

go to ...

CUNYFirst—Direct Deposit Screen

Account Inquiry	Electronic Payments/Purchases	Account Services
direct deposit	1098t tax form	bank accounts

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

Account Inquiry	Electronic Payments/Purchases	Account Services
direct deposit	1098t tax form	bank accounts

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	<input type="text"/>
Account type	<input type="text"/>
Routing Number	<input type="text"/> View Sample Check
Account Number	<input type="text"/>
Confirm Account Number	<input type="text"/>
Account Holder	<input type="text"/>

<input type="button" value="CANCEL"/>	<input type="button" value="NEXT"/>
---------------------------------------	-------------------------------------

[Account Inquiry](#) [Electronic Payments/purchases](#) [Account Services](#)
[Direct Deposit](#) [1098t Tax Form](#) [Bank Accounts](#)

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. [<more>](#)

ENROLL NOW

Online enrollment available to qualified CUNY students. [>>](#)

HOW CAN IT BE USED?

- Make purchases anywhere MasterCard debit is accepted.*
- Purchase textbooks.
- Get cash at ATMs.

FREQUENTLY ASKED QUESTIONS

[Get all your answers here.](#)

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

* A convenience fee of 2.55% applies when the card is used to pay college/university expenses

CUNY Scholar Card (enrolling)

Skip to content

Select your language preference: **English**

SCHOLAR SUPPORT CUNY The City University of New York
CUNY FINANCIAL AID ACCESS CARD

Enroll now for the CUNY Scholar Support Program

The fast, secure and most convenient way for you to receive your Financial Aid and work study funds! Enrolling is fast: Enter your information below so we may verify who you are. Opt in for the CUNY Scholar Support Prepaid Card and confirm your mailing address! Remember, the information you provide is always kept safe and secure.

New user?
Enroll today to start receiving payments. **Enroll**

Returning user?
Enter your username and password to log in.

PLEASE NOTE: If you have previously registered your card on the CUNY Scholar Support Program cardholder website, please enter the same Username and Password here.

Log In

Username:

Password:

[Forgot/Change your password](#)

Log In



The image shows a blue CUNY Scholar Support Card. The card features the CUNY logo, the text 'SCHOLAR SUPPORT CUNY FINANCIAL AID ACCESS CARD', and the Citi logo. The card number is 5419 8499 8888 8888. The cardholder's name is LEE M. CARDHOLDER. The card is a Citi Prepaid Card.

CUNY Scholar Card (Español)


Señale para orientarse.

Seleccione su idioma de preferencia: **English** **Español**

SCHOLAR\$UPPORT CUNY The City University of New York
CUNY'S FINANCIAL AID ACCESS CARD

Ahora aliste para el CUNY Scholar Support Program programa

¡El rápido, asegura y la mayoría de las maneras convenientes para usted recibir sus fondos Financieros de Ayuda y práctica estudiantil! Matricularse es rápido: Entre su información debajo de tan podemos verificar quién usted es. ¡Opte en para el Apoyo de Estudio de CUNY Pago por adelantado Tarjeta y confirme su dirección de correo electrónico, la información que usted proporciona siempre es mantenido seguro y seguro.



¿Es un usuario nuevo?
Inscríbese hoy mismo para comenzar a recibir pagos. **Inscribirse**

¿Ya es usuario?
Ingrese su nombre de usuario y contraseña para iniciar sesión.

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

Entrar

Nombre de usuario:

Contraseña:
El olvidó o cambió su 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

Web Menu > Self Service >

Payroll and Compensation

Review your pay and compensation history.

[View Work Study Paycheck](#)
Review Work Study current and prior paychecks.

[Compensation History](#)
Review compensation history for base, variable, and stock options.

[View Work Study W-2/W-2c Forms](#)
View electronic Work Study W-2 and W-2c forms.

View Paycheck

View Paycheck

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

Select Paycheck						
Check Date	Company	Pay Begin Date	Pay End Date	Net Pay	Paycheck Number	PDF File
2013-07-25	Work Study - Federal	06/30/2013	07/13/2013	\$245.01	1047	<input checked="" type="checkbox"/>
2013-07-11	Work Study - Federal	06/16/2013	06/29/2013	\$94.25	1040	<input checked="" type="checkbox"/>

FWS Payroll Calendar

2013-2014 ACADEMIC YEAR FWS Payroll Calendar

NAME: _____

2013-2104 FWS AWARD: \$ 2,000.00

MAXIMUM HOURS: 248

Payroll #	PAY PERIOD	TIMESHEET DEADLINE	PAYDATE	HOURS WORKED	HOURS REMAINING
1	06/16/13-06/29/13	07/01/13	07/11/13	40	208
2	06/30/13-07/13/13	07/15/13	07/25/13	18	190
3	07/14/13-07/27/13	07/29/13	08/08/13		
4	07/28/13-08/10/13	08/12/13	08/22/13		
5	08/11/13-08/24/13	08/26/13	09/05/13		
6	08/25/13-09/07/13	09/09/13	09/19/13		
7	09/08/13-09/21/13	09/23/13	10/03/13		
8	09/22/13-10/05/13	10/07/13	10/17/13		
9	10/06/13-10/19/13	10/21/13	10/31/13		

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



The image shows a screenshot of the FAFSA website homepage. At the top, it features the text "Federal Student Aid" with a subtext "An OFFICE of the U.S. DEPARTMENT of EDUCATION" and "PROUD SPONSOR of the AMERICAN MIND™". To the right, it says "Free Application for Federal Student Aid" and "FAFSA™". Below this is a navigation bar with icons for Home, About Us, PIN Site, StudentAid.gov, and Help, along with a search bar and language options for English and Español. The main heading reads "Get help paying for college" with the subtext "Submit a Free Application for Federal Student Aid (FAFSA)". Below the heading is a banner image showing four diverse college students. At the bottom, there are two columns: "New to the FAFSA?" with a "Start A New FAFSA" button, and "Returning User?" with a list of options: "Make a correction", "Add a school", and "View your Student Aid Report (SAR), and more...", followed by a "Login" button.

Cont.

Month and year you were married, separated, divorced, or widowed (mmyyyy) /

Do you have driver's license information that you want to provide? Yes ▾

Your driver's license number

Your driver's license state New York ▾

Are you a U.S. citizen? Select ▾

Your Alien Registration Number A

Are you registered with Selective Service? Blank ▾

Most male students must register with Selective Service to receive federal student aid. If you are not registered, select Register me. Blank ▾

When you begin college in the 2013-2014 school year, what will be your high school completion status? GED certificate ▾

When you begin the 2013-2014 school year, what will be your grade level? Select ▾

When you begin the 2013-2014 school year, what degree or certificate will you be working on? Graduate/professional degree

Are you interested in being considered for work-study? Blank
Yes
✓ No
Don't know

Will you have your first bachelor's degree before July 1, 2013?

Help and Hints

Interested in Work-study? Question 31

The Federal Work-study Program provides jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay educational expenses.

Select **Yes** if you are interested in being considered for work-study. Selecting this response does not guarantee that you will be offered Federal Work-study.

Select **No** if you are not interested in being considered for work-study.

Select **Don't know** if you do not know if you are interested in being considered for work-study.

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
www.nyc.gov/html/dcas/html/work/psc.shtm