

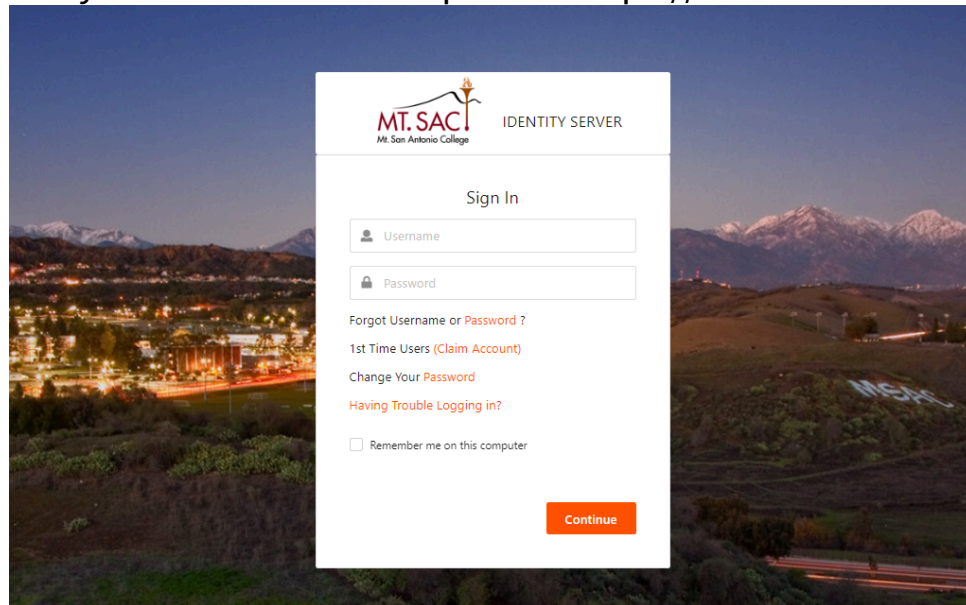


Financial Aid Office  
Federal Work Study (FWS) Program

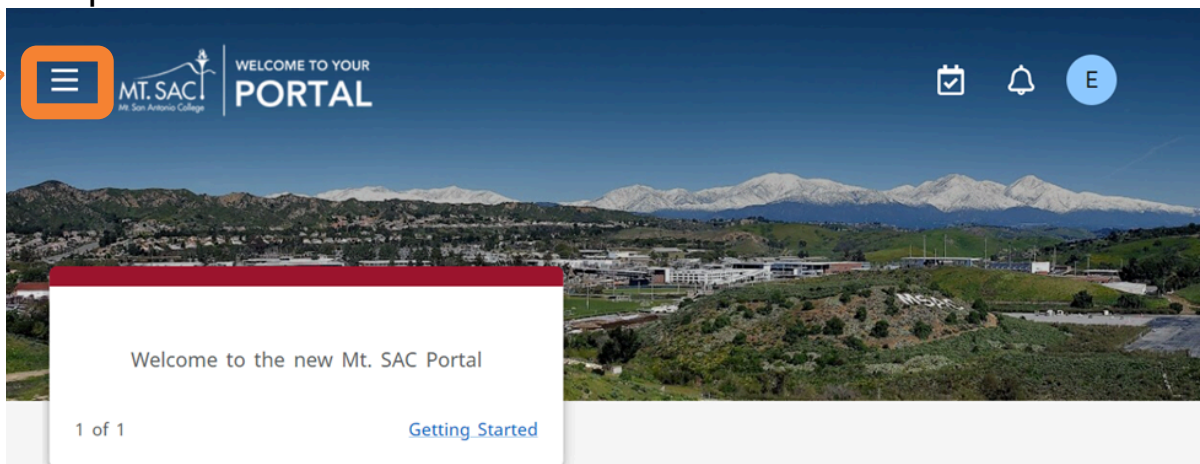
## Student Guide: Accepting Your FWS Award Offer

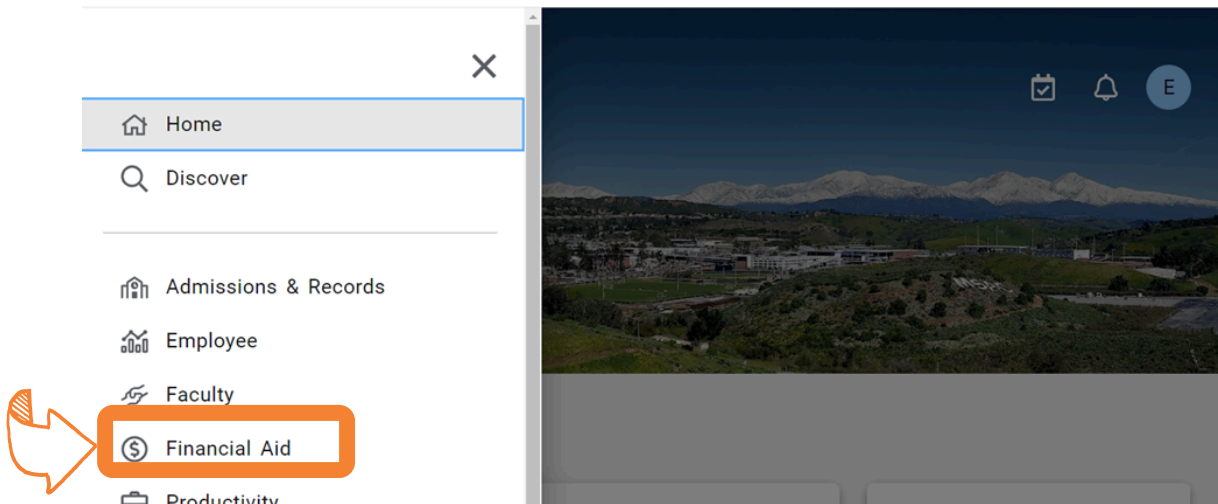
Students who have received a FWS award offer will receive an email notification and be able to see their award offer in their **Welcome to Financial Aid** card in their Mt. SAC portal. Students who wish to work under the FWS program are required to accept their award in their portal. Unaccepted awards will be canceled and offered to another student. If you are interested in working under the FWS program, we encourage you to accept your offer right away. This guide will show you how.

1. Log into your Mt. SAC student portal. <https://inside.mtsac.edu/>

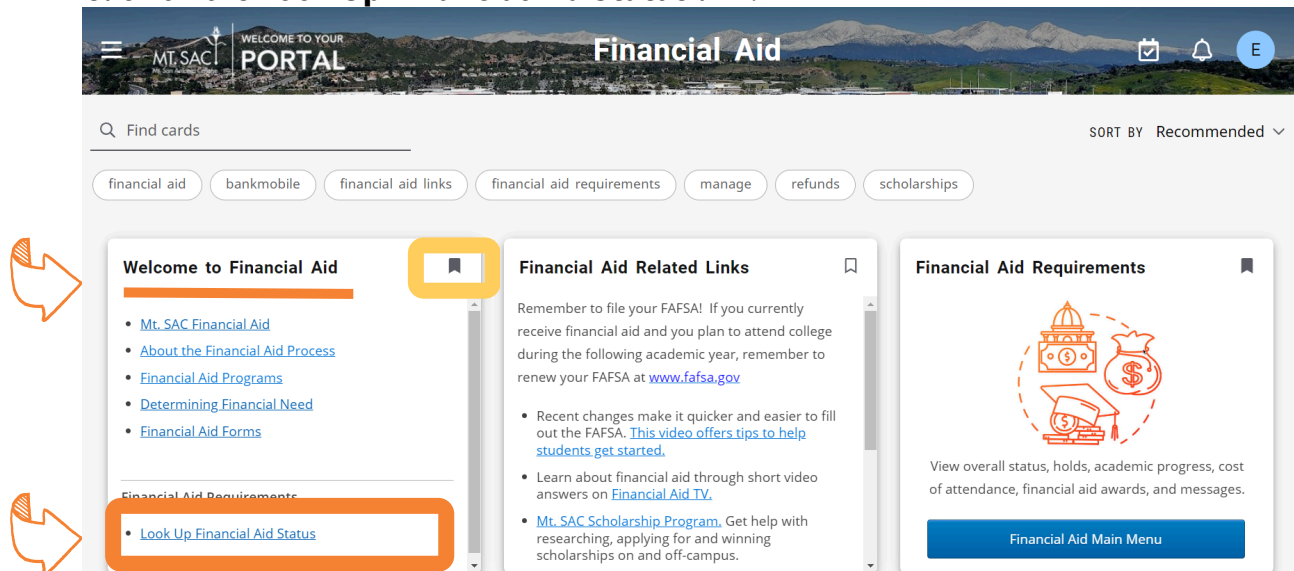


2. Expand the **Main Menu** icon and select **Financial Aid**.



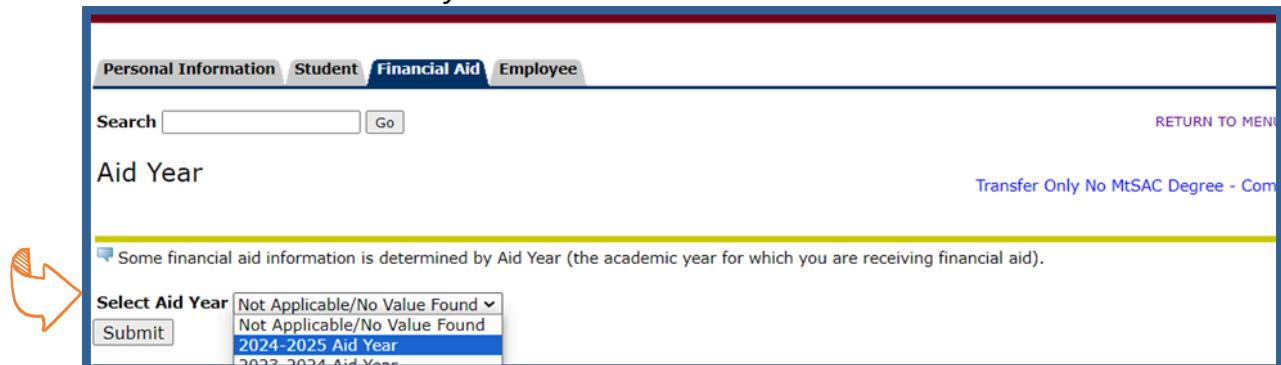


3. You will be redirected to **Financial Aid**, in the **Welcome to Financial Aid** card. Click on the **Look Up Financial Aid Status** link.

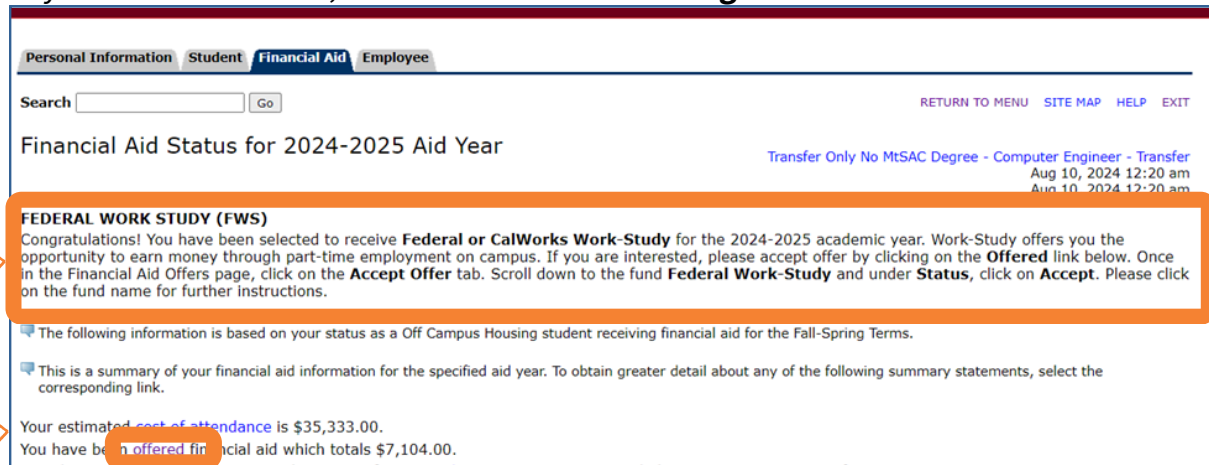


Note: We suggest that you click on bookmark icon to save card to homepage.

4. Pick current academic year in the **Select Aid Year** menu and click **Submit**.



5. You will be redirected to the **Financial Aid Status** page. If you are offered FWS, there will be a **FWS message**. Click on **offered** link.



Personal Information Student **Financial Aid** Employee

Search  Go

RETURN TO MENU SITE MAP HELP EXIT

Financial Aid Status for 2024-2025 Aid Year

Transfer Only No MtSAC Degree - Computer Engineer - Transfer  
Aug 10, 2024 12:20 am  
Aug 10, 2024 12:20 am

**FEDERAL WORK STUDY (FWS)**  
Congratulations! You have been selected to receive **Federal or CalWorks Work-Study** for the 2024-2025 academic year. Work-Study offers you the opportunity to earn money through part-time employment on campus. If you are interested, please accept offer by clicking on the **Offered** link below. Once in the Financial Aid Offers page, click on the **Accept Offer** tab. Scroll down to the fund **Federal Work-Study** and under **Status**, click on **Accept**. Please click on the fund name for further instructions.

The following information is based on your status as a Off Campus Housing student receiving financial aid for the Fall-Spring Terms.

This is a summary of your financial aid information for the specified aid year. To obtain greater detail about any of the following summary statements, select the corresponding link.

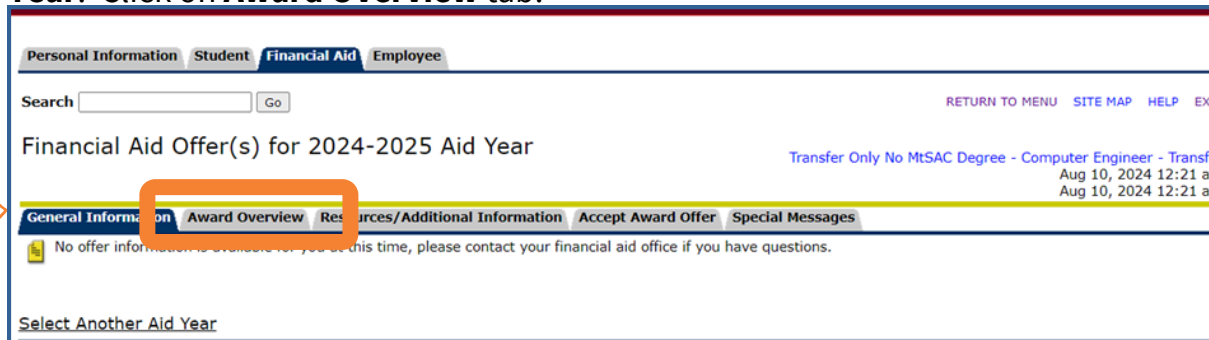
Your estimated **cost of attendance** is \$35,333.00.  
You have been **offered** financial aid which totals \$7,104.00.



## Didn't receive a FWS award offer?

Contact the Financial Aid Office to check if you are eligible for the FWS program.

6. You will be redirected to the **Financial Aid Offer(s) for (current academic) Aid Year**. Click on **Award Overview** tab.



Personal Information Student **Financial Aid** Employee

Search  Go

RETURN TO MENU SITE MAP HELP EX

Financial Aid Offer(s) for 2024-2025 Aid Year

Transfer Only No MtSAC Degree - Computer Engineer - Transf  
Aug 10, 2024 12:21 a  
Aug 10, 2024 12:21 a

**General Information** Award Overview Resources/Additional Information Accept Award Offer Special Messages

No offer information is available for you at this time, please contact your financial aid office if you have questions.

Select Another Aid Year

7. On the **Award Overview** tab, you will notice that the **Status** for the FWS award is still **Offered**.

Personal Information Student **Financial Aid** Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Financial Aid Offer(s) for 2024-2025 Aid Year Transfer Only No MTSAC Degree - Computer Engineer - Transfer  
Aug 10, 2024 12:22 ar  
Aug 10, 2024 12:22 ar

General Information **Award Overview** Resources/Additional Information Accept Award Offer Special Messages

Print

<p><b>Need Calculation</b></p> <p>Cost of Attendance \$35,333.00          Student Aid Index \$10,159.00          Initial Need \$25,174.00          Outside Resource \$.00          Need \$25,174.00</p> <p><b>Expected Enrollment Status</b>          Full-Time</p>	<p><b>Cost of Attendance</b></p> <p>Books and Supplies \$1,452.00          College Service Fees \$30.00          Enrollment Fees \$1,288.00          Health Fees \$46.00          Personal \$4,968.00          Room and Board \$25,587.00          Transportation \$1,962.00  <b>Total:</b> \$35,333.00</p>
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**Financial Aid Award by Term for the 2024-2025 Aid Year**

Fund	Fall 2024		Winter 2025		Spring 2025		Summer 2025		Total
	Status	Amount	Status	Amount	Status	Amount	Status	Amount	
Enrollment Fee Waiver-C ISIP		\$515.00	Accepted	\$37.00		\$515.00	Accepted	\$37.00	\$1,104.00
Federal Work-Study	<b>Offered</b>	\$3,000.00			<b>Offered</b>	\$3,000.00			\$6,000.00
<b>Totals</b>		\$3,515.00		\$37.00		\$3,515.00		\$37.00	\$7,104.00

If you have questions regarding the above information, please contact the Financial Aid office.

**Funding is limited!**  
 If you miss your window to accept offer, contact the Financial Aid Office to see if there are still available spots.

8. Click on **Accept Award Offer** tab.

Personal Information Student **Financial Aid** Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Financial Aid Offer(s) for 2024-2025 Aid Year Transfer Only No MtSAC Degree - Computer Engineer - Transfer  
Aug 10, 2024 12:22 ar  
Aug 10, 2024 12:22 ar

General Information Award Overview Resources/Additional Information **Accept Award Offer** Special Messages

No offer information is available for you at this time, please contact your advisor for more questions.

Select Another Aid Year

9. In the **Accept Award Offer** tab, you will notice that the **Status** for the FWS award is still **Offered**. In the **Select Decision** menu select **Accept** and then click the **Submit Decision** button.

Personal Information Student **Financial Aid** Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Financial Aid Offer(s) for 2024-2025 Aid Year Transfer Only No MtSAC Degree - Computer Engineer - Transfer  
Aug 10, 2024 12:22 am  
Aug 10, 2024 12:22 am

General Information Award Overview Resources/Additional Information **Accept Award Offer** Special Messages

Print  
Options for Accept Offers include:  
1. Accept the full offer amount by selecting Accept Full Amount of All Offers.  
2. Choose Decline or Accept for each fund.  
3. Accept a partial amount by selecting Accept and entering the amount in the Accept Partial Amount field.

Fund	Status	Term	Amount	Accept Award
Enrollment Fee Waiver-C ISIR	Accepted	Fall 2024	\$515.00	
	Accepted	Winter 2025	\$37.00	
	Accepted	Spring 2025	\$515.00	
	Accepted	Summer 2025	\$37.00	
			Fund Total: \$1,104.00	
Federal Work-Study	Offered	Fall 2024	\$3,000.00	
	Offered	Spring 2025	\$3,000.00	
			Fund Total: \$6,000.00	

Submit Decision

Select Decision  
Select Decision  
Accept  
Decline

10. Notice your **Status** has changed to **Accept on the Web**.

Personal Information Student **Financial Aid** Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Financial Aid Offer(s) for 2024-2025 Aid Year Transfer Only No MtSAC Degree - Computer Engineer - Transfer  
Aug 10, 2024 12:23 am  
Aug 10, 2024 12:23 am

General Information Award Overview Resources/Additional Information **Accept Award Offer** Special Messages

Print  
Options for Accept Offers include:  
1. Accept the full offer amount by selecting Accept Full Amount of All Offers.  
2. Choose Decline or Accept for each fund.  
3. Accept a partial amount by selecting Accept and entering the amount in the Accept Partial Amount field.

Fund	Status	Term	Amount
Enrollment Fee Waiver-C ISIR	Accepted	Fall 2024	\$515.00
	Accepted	Winter 2025	\$37.00
	Accepted	Spring 2025	\$515.00
	Accepted	Summer 2025	\$37.00
			Fund Total: \$1,104.00
Federal Work-Study	Accepted on the Web	Fall 2024	\$3,000.00
	Accepted on the Web	Spring 2025	\$3,000.00
			Fund Total: \$6,000.00



## Helpful Tip

Print this page as proof of your FWS award and attach to the FWS Employment Application Form. Click on Print on this tab or under the Award Overview tab. Upload both to every FWS job position you apply to in Handshake.



11. In the **Award Overview** tab, you will also notice that the **Status** for the FWS award has changed to **Accepted on the Web**.

Personal Information Student **Financial Aid** Employee

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Financial Aid Offer(s) for 2024-2025 Aid Year Transfer Only No MtSAC Degree - Computer Engineer - Transfer  
Aug 10, 2024 12:24 am  
Aug 10, 2024 12:24 am

General Information **Award Overview** Resources/Additional Information Accept Award Offer Special Messages

Print

**Need Calculation**

Cost of Attendance	\$35,333.00
Student Aid Index	\$10,159.00
Initial Need	\$25,174.00
Outside Resource	\$ .00
Need	\$25,174.00

**Expected Enrollment Status**  
Full-Time

**Cost of Attendance**

Books and Supplies	\$1,452.00
College Service Fees	\$30.00
Enrollment Fees	\$1,288.00
Health Fees	\$46.00
Personal	\$4,968.00
Room and Board	\$25,587.00
Transportation	\$1,962.00
<b>Total:</b>	<b>\$35,333.00</b>

**Financial Aid Award by Term for the 2024-2025 Aid Year**

Fund	Fall 2024		Winter 2025		Spring 2025		Summer 2025		Total
	Status	Amount	Status	Amount	Status	Amount	Status	Amount	
Federal Work-Study	Accepted on the Web	\$3,000.00			Accepted on the Web	\$3,000.00			\$6,000.00
<b>Total:</b>		<b>\$3,000.00</b>		<b>\$3,000.00</b>		<b>\$3,000.00</b>		<b>\$3,000.00</b>	<b>\$12,000.00</b>

If you have questions regarding the above information, please contact the Financial Aid office.



## What comes next?

Click on the Federal Work Study link, a pop-up window will show you program details. As well as the next steps to take and the FWS website link.

**Fund**  
Federal Work-Study

### Message

Federal Work Study (FWS) offers you the opportunity to earn money through part-time employment on campus. In order to participate in the Work Study program you must accept your award online, be enrolled in 6 or more units, maintain Satisfactory Academic Progress (SAP), and attend an orientation session online.

To accept or decline your FWS award, you must do so under the "Accept Offer" tab - be sure to select the corresponding "Aid Year". There is limited funding and FWS will be offered on a first-come first-served basis. Any unclaimed FWS will be cancelled and offered to additional students on the waiting list.


If you accept this award, the next step would be to visit our FWS website to:

- complete FWS orientation
- learn about the FWS hiring process
- look up FWS jobs that you can apply for and
- complete your FWS hiring documents

Click [HERE](#) to visit our FWS website.

Mt. San Antonio College Sign In Search Directory Calendar

Financial Aid How to Apply Scholarships Cash for College Outreach Resources



**Next Step here!!!**

**REQUIRED FWS Student Orientation**

**Quick Links**

- FWS Employment Application
- Direct Deposit Authorization (optional)

**Questions? We are here to help!**

- FINANCIAL AID  
fws@mtsac.edu  
(909) 274-4450


**Helpful Contacts**

- CAREER CENTER  
careercenter@mtsac.edu  
(909) 274-4510
- PAYROLL

## Federal Work Study (FWS) Program

The Federal Work Study (FWS) program provides part-time jobs for students with financial need, allowing them to earn money while pursuing their education. The program encourages community service work and work related to the student's course of study. Since FWS is federally funded, students must meet eligibility criteria.

 **Next step will be to complete the FWS Student Orientation on the FWS Program site.**

** The Career Center will get you started on Handshake and provide you with several resources.**