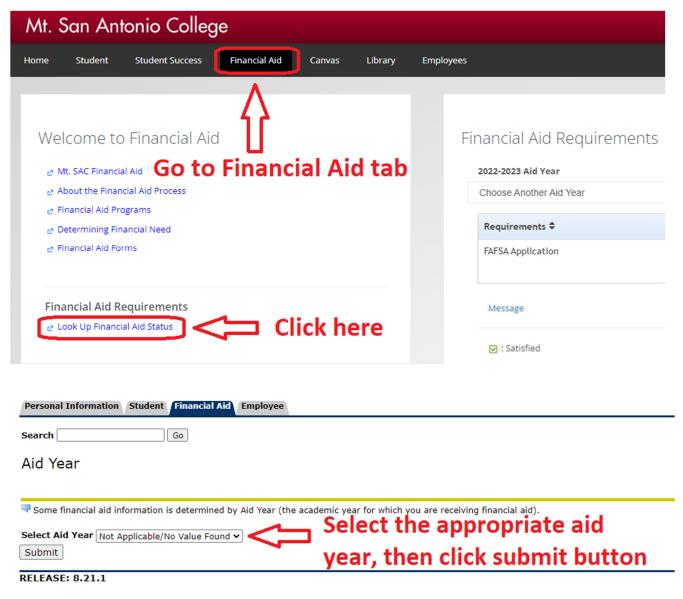
## How to accept your Federal Work Study (FWS) offer

Students who have been offered Federal Work Study (FWS) and who wish to work under the FWS program are required to accept their award in their student 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.

- Student logs into their student portal
  - Website: <a href="https://inside.mtsac.edu/">https://inside.mtsac.edu/</a>



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Personal Information Student Financial Aid Employee	
Search Go	RETURN TO MENU SITE MAP HELP EXI
Financial Aid Status for 2023-2024 Aid Year These instructions show up on your po	ortal if you have been offered FWS 🗸
FEDERAL WORK STUDY (FWS)	
Congratulations! You have been selected to receive <b>Federal</b> year. Work-Study offers you the opportunity to earn money interested, please accept offer by clicking on the <b>Offered</b> little <b>Accept Offer</b> tab. Scroll down to the fund <b>Federal Wo</b> click on the fund name for further instructions.	through part-time employment on campus. If you are nk below. Once in the Financial Aid Offers page, click on
The following information is based on your status as a Off Camp Terms.	ous Housing student receiving financial aid for the Fall-Spring
This is a summary of your financial aid information for the speci summary statements, select the corresponding link.	ified aid year. To obtain greater detail about any of the following
Your estimated cost of attendance is \$ You have been offered financial aid which totals \$ Based on your academic transcript, the status of your acade View your financial aid history.  Select Another Aid Year	Click on "offered" emic progress is
Personal Information   Student   Financial Aid   Employee	
Search Go	RETURN TO MENU SITE MAP HELP EXIT
Financial Aid Offer(s) for 2023-2024 Aid Year	Click on Accept Offer tab
General Information Offer Overview Resources/Additional In	formation Accept Offer Special Messages
No offer information is available for you at this time, please cor	ntact your financial aid office if you have questions.

Select Another Aid Year

- 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.

Amount

## Offer Decision

**Fund** 

Accepted Fall 2023	\$515.00	
Accepted Summer 2024	\$37.00	
Fund Total:	\$552.00	
Federal Work-Study	Accepted Fall 2023	\$3,000.00
Accepted Spring 2024	\$3,000.00	
Fund Total:	\$6,000.00	

Status Term

You have now accepted your FWS award!

• Navigate back to your FA Status page. You may need to refresh your page.

Personal Information Student Financial Aid Employee		
Search Go	RETURN TO MENU SITE MAP HELP EXIT	
Financial Aid Status for 2023-2024 Aid Year If you have accepted your FWS award, your FA Status page will change to this	Ŷ	
FEDERAL WORK STUDY (FWS) You have accepted your Federal Work Study (FWS) award. Please visit the FWS Website to:		
<ul> <li>complete FWS orientation</li> <li>learn about the FWS hiring process</li> <li>look up FWS jobs that you can apply for</li> <li>complete your FWS hiring documents</li> </ul>		
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 \$ You have been offered financial aid which totals \$ Based on your academic transcript, the status of your academic progress is		
View your financial aid history.		
Select Another Aid Year		

- The message will disappear once you have been hired and have finished submitting all of your FWS hiring docs.
- If not awarded, students should contact the Financial Aid Department to inquire about their Federal Work Study (FWS) eligibility.
  - fws@mtsac.edu(909) 274-4450