THE FINANCIAL AID PROCESS
Notification

By now, you should have received your award packet in the mail. If not, your award is available on your WESS account to see.

We only mail home the initial award letter if your FAFSA is received by Mid-April.
WESS Account

What is WESS?

- Web Enrollment Student Services
- Montclair State’s primary way of contacting students
- Contains all billing, financial aid, registration, holds, student schedules and grade information

It is the student’s responsibility to regularly check their WESS account and Montclair State email for any updates. We do not send information to the parents.
How do you get to WESS?

<table>
<thead>
<tr>
<th>Technology</th>
<th>Academic Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blackboard</td>
<td>Catalog</td>
</tr>
<tr>
<td>E-LETRS &amp; Buzz</td>
<td>Global Education</td>
</tr>
<tr>
<td>ESS/Timesheets</td>
<td>International Services</td>
</tr>
<tr>
<td>Google Calendar</td>
<td>Harry A. Sprague Library</td>
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<tr>
<td>Information</td>
<td>Registrar</td>
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<tr>
<td>Webmail</td>
<td>Registration/Schedule of Courses</td>
</tr>
<tr>
<td>Web for WESS</td>
<td>Booklet</td>
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<tr>
<td></td>
<td>Summer Sessions</td>
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<td></td>
<td>Tutorial Services</td>
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<td></td>
<td>Winter Sessions</td>
</tr>
<tr>
<td>Campus</td>
<td>Support Services</td>
</tr>
<tr>
<td>Art Galleries</td>
<td>Career Center</td>
</tr>
<tr>
<td>Bookstore</td>
<td>Jobs</td>
</tr>
<tr>
<td>Closings</td>
<td>Facilities/Repairs</td>
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<tr>
<td>Dining</td>
<td>Financial Aid</td>
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<td>Housing</td>
<td>Procurement</td>
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<tr>
<td>Parking</td>
<td>Student Accounts</td>
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<tr>
<td>Police</td>
<td>University Health Center</td>
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<tr>
<td>Recreation Center</td>
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<tr>
<td>Shuttle Bus Schedule</td>
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<table>
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<tr>
<th>Apply</th>
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<tbody>
<tr>
<td>Undergraduate</td>
<td></td>
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<tr>
<td>Graduate</td>
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</tbody>
</table>
Where is Financial Aid?

Enter Student Services
Register for classes, review your financial aid, and personal information; view your schedule, grades, and account information, and make online payments.

Apply for Admission
Apply for admission to our institution.

Financial Aid Application and Information Links
Access General Financial Aid information and links to other financial sites.

Course Sections
View course sections that are available for a specific term.

Online & Hybrid Courses List
Access links to Online & Hybrid Courses List.

Course Section Search
Where is Financial Aid?
How Do I See My Award Online?
Financial Aid Award Summary

To view more details about your financial aid, select the corresponding link.

Financial Aid

You must take the remaining $5,500.00 of financial aid.

You may view information about your $5,500.00 in total financial aid.

Based on your academic performance, the status of your academic progress is unknown as of Academic

Back to top

For Technical Issues or comments contact WESS-Admin at: WESS-Admin@mail.montclair.edu
For ‘Login’ errors or ‘Unable to retrieve the transaction configuration’ error click on the ‘Help’ feature at the top of this page.
Your financial aid award package was last modified on 03/16/11 by the Financial Aid Office.

<table>
<thead>
<tr>
<th>Award</th>
<th>Award Message</th>
<th>Offered Amount</th>
<th>Accepted Amount</th>
<th>Paid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FED DIRECT SUB STAFFORD LN</strong></td>
<td>DS1</td>
<td>3,500.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>FALL</td>
<td></td>
<td>1,750.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>SPRING</td>
<td></td>
<td>1,750.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>FED DIRECT UNSUB STAFFORD LN</strong></td>
<td>DU1</td>
<td>2,000.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>FALL</td>
<td></td>
<td>1,000.00</td>
<td>0.00</td>
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<td></td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Award Year Total</td>
<td></td>
<td>5,500.00</td>
<td>0.00</td>
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</tr>
</tbody>
</table>

**Message**

You are eligible for a Federal Direct Subsidized Stafford Loan. The loan has been "accepted" for you and will automatically cover charges on the bill. BUT if you have not done so for prior Direct loans, you MUST complete a Master Promissory Note (MPN) and under-grad or grad Entrance Counseling on the U.S. Dept. of Ed.’s website: studentloans.gov Your loan CANNOT BE DISBURSED until both...
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Award Year Total: 5,500.00 0.00 0.00

Message:

DS1: You are eligible for a Federal Direct Subsidized Stafford Loan. The loan has been "accepted" for you and will automatically cover charges on the bill. BUT if you have not done so for prior Direct loans, you MUST complete a Master Promissory Note (MPN) and undergrad or grad Entrance Counseling on the U.S. Dept. of Ed.’s website: studentloans.gov Your loan CANNOT BE DISBURSED until both.
To view more details about your financial aid, select the corresponding link.

Financial Aid

- Award Year: [Field]

You must take action on the remaining $5,500.00 of financial aid.

You may view information about your $5,500.00 in total financial aid.

Based on your academic performance, the status of your academic progress is unknown as of Academic Yr, 2011-12.

For Technical Issues or comments contact WESS-Admin at: WESS-Admin@mail.montclair.edu
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<th>Award Message</th>
<th>Status</th>
<th>Offered Amount</th>
<th>Accepted Amount</th>
<th>Paid Amount</th>
<th>Action</th>
<th>Accept Partial Amount</th>
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<tbody>
<tr>
<td>FED DIRECT SUB STAFFORD LN</td>
<td>DS1</td>
<td>Academic Yr, FALL</td>
<td>3,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>No Action</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>1,750.00</td>
<td>0.00</td>
<td>0.00</td>
<td>No Action</td>
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<td></td>
<td>5,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>
Explanation of Awards

Grants- Do not need to be paid back
- Eligibility determined from the FAFSA
- NJ Tuition Aid Grant (NJ TAG) – Students must complete the State Additional Questions
  - Application can either be completed from the FAFSA confirmation page or directly at www.hesaa.org
  - Applicable for NJ TAG, EOF, NJ Stars

Work Study
- Given out based on EFC eligibility and awarded on a first-come, first-awarded basis
- Students must get a job on campus to receive these funds
- Paid to the student, not to the bill
- If student does not apply for a job, the award may be cancelled
Explanation of Awards

**Stafford loans** (Federal Loans) – Loans are in the student’s name. Loans go into full repayment 6 months after a student is no longer enrolled at least half-time

- **Subsidized**
  - Interest does not accrue while student is enrolled

- **Unsubsidized**
  - Interest accrues while student is enrolled. Interest can be deferred or paid while student is in school

For loan(s) to pay to student’s account, the student MUST go to [www.studentloans.gov](http://www.studentloans.gov) and sign their Master Promissory Note and complete Entrance Counseling.
Explanation of Awards

**Parent PLUS loan** (Federal Loans) – loan is in the parent’s name

- To apply go to [www.studentloans.gov](http://www.studentloans.gov)
- Loan is determined based on credit check
- Parent can get an endorser (co-signer) if necessary

- Parents can choose to either:
  - Start paying the loan back right away or
  - Defer the payment until their student graduates or is no longer enrolled at least part time.
What is www.studentloans.gov?

Government website to complete the following:

- **For student:**
  - sign promissory note and
  - complete entrance counseling for the **Stafford** loan

- **For Parent:**
  - apply for **PLUS** loans and sign the PLUS promissory note.
Explanation of Awards

**Private loans** – private loans are provided through lenders such as banks or educational loan lenders; not through the Federal Government.

- Can be borrowed by student and/or parent
  - Borrower must be credit worthy
  - Student will most likely need a co-signer

Truth in Lending Act – requires a number of steps to be taken by the borrower and the lender before a loan can be disbursed

- Review interest rates and the repayment terms to ensure the loan is right for you
- Because of the mandatory time needed by the law, private loans can take up to a month to process
- You may have to go back to your lender and accept the loan

http://www.montclair.edu/financial-aid/educational-loans/private-loans/
Explanation of Awards

Private loans –
To review a list of historical private lenders used by students at Montclair:

• ELMselect.com will allow you to access and compare multiple private loans.
• If your chosen lender is not listed on ELMselect's website, then you must approach the lender directly.
When should you apply for a parent PLUS or private loan?

Parent PLUS and private loans require a credit check that can expire. We recommend:

• For a Parent PLUS loan, you can apply 90 days prior to the first week of classes.
• For a private loan, you can apply 180 days prior to the first week of classes.
• Applying for the whole academic year is recommended.

Start researching now!
Federal Verification

• Your FAFSA was selected by the Federal Government to submit more information
• Only submit information to Montclair State if you plan to attend
• Check your WESS to see if you are in verification
Where Do I Check Verification?
# Requirements

## Student Requirements

*No further financial aid will be processed and current awards may be canceled, if you do not respond within 30 days to the request for documents below.*

## Financial Aid

**Award Year: 2014**

### Documents Required:

<table>
<thead>
<tr>
<th>Required Form</th>
<th>Date Received</th>
<th>Status</th>
<th>Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013/14 Dependent Verification Worksheet</td>
<td></td>
<td>Not received</td>
<td>Select Here</td>
</tr>
</tbody>
</table>

Complete the 2013-2014 Dependent Verification Worksheet. All pages should be completed. Remember you and your parents must sign the form where indicated.

### Parents' 2012 Federal Tax Transcript

Not received  [Select Here]

Please submit a copy of your parents' 2012 federal income tax return transcript. A copy of the 1040 is not acceptable. If your parents are not required to file a tax return, complete the 2012 Parent Non_Filing Statement and provide copies of W2 forms. A TAX RETURN TRANSCRIPT can be obtained by calling the IRS at 800/908-9946 or requesting a copy online at [www.irs.gov](http://www.irs.gov). You may prefer to transfer income data from the IRS by using the Data retrieval tool available on the FAFSA. You will need to make a correction to your FAFSA to use this option.

### Student 2012 Federal Tax Transcript

Not received  [Select Here]

Please submit a copy of your 2012 federal income tax return transcript. (A copy of the 1040 is not acceptable.) If you are not required to file a tax return, complete the 2012 Student Non Filing Statement and provide copies of your W2 forms. The TAX return transcript can be obtained by calling the IRS 800-908-9946 or online at [www.irs.gov](http://www.irs.gov). You may also consider using the IRS data retrieval tool available on the FAFSA to transfer your 2012 income. This option will require a FAFSA correction.
For 2012, have you completed your IRS income tax return or another tax return?
- Already completed

- You may be able to use the IRS Data Retrieval Tool to view and transfer your tax information from the IRS.

- Did you or your spouse file as Married Filing Separately?
  - Yes
  - No

- Did you or your spouse file as Head of Household?
  - Yes
  - No

- Did you file an amended tax return?
  - Yes
  - No

- Did you file a Puerto Rican or foreign tax return?
  - Yes
  - No

- Did you file your taxes electronically in the last 3 weeks (or by mail in the last 8 weeks)?
  - Yes
  - No

Based on your response, we recommend this FAFSA transfer your information from the IRS into this FAFSA.

- LINK TO IRS
### Student 2012 Federal Income Tax Information

The information below is your tax information that will help you answer some of the questions on the FAFSA.

<table>
<thead>
<tr>
<th>My Tax Information</th>
<th>FAFSA Question Numbers ?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Year</td>
<td>2012</td>
</tr>
<tr>
<td>Name(s)</td>
<td></td>
</tr>
<tr>
<td>Social Security Number</td>
<td></td>
</tr>
<tr>
<td>Filing Status</td>
<td>Married-Filed Joint Return</td>
</tr>
<tr>
<td>Type of Tax Return Filed</td>
<td></td>
</tr>
<tr>
<td>Adjusted Gross Income</td>
<td></td>
</tr>
<tr>
<td>Income Earned From Work ?</td>
<td>Your filing status indicates you may need to split this amount and enter it in two places on the FAFSA. Student: Question 33 on the FAFSA and/or Spouse: Question 35 on the FAFSA.</td>
</tr>
<tr>
<td>Income Tax</td>
<td>Question 36 on the FAFSA</td>
</tr>
<tr>
<td>IRS Exemptions</td>
<td>Question 37 on the FAFSA</td>
</tr>
<tr>
<td>Education Credits</td>
<td>Question 43a on the FAFSA</td>
</tr>
<tr>
<td>IRA Deductions and Payments</td>
<td>$0</td>
</tr>
<tr>
<td>Tax-Exempt Interest Income</td>
<td>$0</td>
</tr>
<tr>
<td>Untaxed IRA Distributions ?</td>
<td>$0</td>
</tr>
<tr>
<td>Untaxed Pensions</td>
<td>$0</td>
</tr>
</tbody>
</table>

Print this page for your records before choosing an option below.

**Transfer My Tax Information into the FAFSA ?**
- The tax information provided above will populate the answers to the appropriate FAFSA questions. After the FAFSA is populated your IRS session will end and you will return to your FAFSA. Check this box if you are choosing to transfer your information.

**Do Not Transfer My Tax Information and Return to the FAFSA ?**
- By clicking the “Do Not Transfer” button, you are choosing not to transfer your tax information electronically. Your IRS session will end and you will return to your FAFSA. You may still use this tax information to input the data into your FAFSA.
Scholarships

• Merit based scholarships are offered by the **Undergraduate Admissions Office**

• Many majors have scholarships that students can apply for after their 1\textsuperscript{st} semester or after Freshman year

• Outside scholarships are accepted
  
  
  • Contact companies you frequently do business with (e.g.: Pepsi, Kraft foods, supermarkets, etc).
Scholarship Questions?

• If you have a question regarding a merit based scholarship please contact the Undergraduate Admissions office

• msuadmn@mail.montclair.edu

• 973-655-4444

• College Hall room 100
Can My Student Be Considered Independent?

There are only a few cases in which the federal government allows a student to be independent. A student must:

- Be 24 years old or older, or
- Be Married, or
- Have a dependent that they support, or
- Be a Veteran, or
- Be an orphan or ward of the court, or
- Be homeless, or
- Be involved in a legal guardianship, or
- Already have a bachelors degree and is enrolling in graduate school or an eligible graduate certificate
We Have a Special Circumstance

We can review extenuating circumstances if you or your family has had a *significant* change in financial information since you filed the FAFSA. Typically, this means a loss of income due to:

- Unemployment
- Loss of untaxed benefit (ie: worker’s compensation, child support, pensions and annuities, social security benefits)
- Separation/Divorce
- Death of a wage earner
- Medical expenses that have been itemized on your Federal tax return

[www.montclair.edu/financial-aid/request-for-review](http://www.montclair.edu/financial-aid/request-for-review)
We Completed the FAFSA, Why Haven’t We Heard Anything Yet?

The FAFSA doesn’t go straight to the schools that you listed. It has many stops along the way:

- Selective Service
- Social Security Administration
- Homeland Security
- Other Federal Agencies

It can take *up to 1 week* for a school to receive your FAFSA.
Why Doesn’t Montclair Have My FAFSA?

If we do not have your FAFSA there could be many reasons:

- Incorrect Social Security number (on FAFSA or on your admissions application)
- Parent AND/OR student did not sign the FAFSA
- You did not put Montclair’s school code on the FAFSA
- You did not answer the drug conviction question

It is important that students go back to the FAFSA 48 hours after completing it to ensure that it was fully processed.
What are the Ways to Contact Financial Aid?

Email – financialaid@mail.montclair.edu

Campus location – College Hall Room 208

Phone – 973-655-4461

Fax – 973-655-7712

*If you are emailing, faxing or on the phone, please have the CWID for your student
QUESTIONS?

- If you currently have questions please go visit our office located on College Hall Room 208 to speak with a Financial Aid representative.