THE FINANCIAL AID PROCESS
Notification

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

We only mail home the initial award letter if the FAFSA was received prior to April 9th.
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?
Where is Financial Aid?

Montclair State University

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 courses to use 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

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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>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></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FALL</td>
<td>3,500.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>SPRING</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></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FALL</td>
<td>2,000.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>SPRING</td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Award Year Total</td>
<td>5,500.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**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 under-grad or grad Entrance Counseling on the U.S. Dept. of Ed.'s website: studentloans.gov Your loan CANNOT BE DISBURSED until both
Important Notices

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<table>
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<th>Paid Amount</th>
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<tbody>
<tr>
<td>FED DIRECT SUB STAFFORD LN FALL</td>
<td>DS1</td>
<td>3,500.00</td>
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<td>0.00</td>
</tr>
<tr>
<td>FED DIRECT SUB STAFFORD LN SPRING</td>
<td>DS1</td>
<td>1,750.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>FED DIRECT UNSUB STAFFORD LN FALL</td>
<td>DU1</td>
<td>2,000.00</td>
<td>0.00</td>
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Change or Decline Loans

Financial Aid Summary

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

Financial Aid

Award Year: [blank]

You must **take action** on your 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.

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<th>Status</th>
<th>Offered Amount</th>
<th>Accepted Amount</th>
<th>Paid Amount</th>
<th>Action</th>
<th>Accept Partial Amount XXXX</th>
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<tbody>
<tr>
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<td></td>
<td></td>
<td>3,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>No Action</td>
<td>$</td>
</tr>
<tr>
<td>Academic Yr, FALL</td>
<td></td>
<td></td>
<td>1,750.00</td>
<td>0.00</td>
<td>0.00</td>
<td>No Action Accept Decline</td>
<td></td>
</tr>
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<td>SPRING</td>
<td></td>
<td></td>
<td>1,750.00</td>
<td>0.00</td>
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<td>0.00</td>
<td>0.00</td>
<td></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 Application
  - Application can either be completed from the FAFSA confirmation page or www.hesaa.org
  - 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
  - Must be done prior to the parent signing the Master Promissory note
What is www.studentloans.gov?

Government website used to sign promissory note and complete entrance counseling for the Stafford loan. Also used to apply for PLUS loans and sign the PLUS promissory note.

- **Students** will use this website to sign their master promissory note and complete the entrance counseling for their Stafford Loans

- **Parents** will use this website to apply for the Parent PLUS loan and sign the promissory note for the PLUS loan
Explaination of Awards

**Private loans** – private loans are through lenders such as banks or educational loan lenders.

- Can be borrowed by student and/or parent
  - Student will most likely need a co-signer
- Check both the interest rates and the repayment terms to ensure the loan is right for you
- Truth in Lending Act – requires a number of steps to be taken by the borrower and the lender before a loan can be disbursed
  - Because of the mandatory time needed by the law, private loans can take up to a month to process
  - Because of this, once the school determines that the loan is needed, you may have to go back to your lender and accept the loan

http://www.montclair.edu/financial-aid/educational-loans/private-loans/
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 apply 90 days prior to the first week of classes
• For a private loan you apply 180 days prior to the first week of classes
• Applying for the whole academic year

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 on attending

• Look on 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

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. 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

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. 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.
IRS Data Retrieval

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 transferring your information from the IRS into this FAFSA.
LINK TO IRS
**Get My Federal Income Tax Information**

See our [Privacy Notice](#) regarding our request for your personal information.

Enter the following information as it appears on your 2012 Federal Income Tax Return. *

<table>
<thead>
<tr>
<th>Field</th>
<th>Required</th>
<th>Input Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>*</td>
<td></td>
</tr>
<tr>
<td>Last Name</td>
<td>*</td>
<td></td>
</tr>
<tr>
<td>Social Security Number</td>
<td>*</td>
<td></td>
</tr>
<tr>
<td>Date of Birth</td>
<td>*</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>Must match your 2012 Federal Income Tax Return</td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P.O. Box (Required if entered on your tax return)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apt. Number (Required if entered on your tax return)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>*</td>
<td>United States</td>
</tr>
<tr>
<td>City, Town or Post Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State/U.S. Territory</td>
<td>Select One</td>
<td></td>
</tr>
<tr>
<td>ZIP Code</td>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

Select the button below to exit the IRS system and return to your FAFSA.

[Submit]
# 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><strong>Tax Year</strong></td>
<td>2012</td>
</tr>
<tr>
<td><strong>Name(s)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Social Security Number</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Filing Status</strong></td>
<td>Married-Filed Joint Return</td>
</tr>
<tr>
<td><strong>Type of Tax Return Filed</strong></td>
<td>Question 33 on the FAFSA</td>
</tr>
<tr>
<td><strong>Adjusted Gross Income</strong></td>
<td>Question 35 on the FAFSA</td>
</tr>
<tr>
<td><strong>Income Earned From Work</strong></td>
<td>Your filing status indicates you may need to split this amount and enter it in two places on the FAFSA. Student: Question 38 on the FAFSA and/or Spouse: Question 39 on the FAFSA</td>
</tr>
<tr>
<td><strong>Income Tax</strong></td>
<td>Question 36 on the FAFSA</td>
</tr>
<tr>
<td><strong>IRS Exemptions</strong></td>
<td>Question 37 on the FAFSA</td>
</tr>
<tr>
<td><strong>Education Credits</strong></td>
<td>Question 43a on the FAFSA</td>
</tr>
<tr>
<td><strong>IRA Deductions and Payments</strong></td>
<td>$0</td>
</tr>
<tr>
<td><strong>Tax-Exempt Interest Income</strong></td>
<td>$0</td>
</tr>
<tr>
<td><strong>Untaxed IRA Distributions</strong></td>
<td>$0</td>
</tr>
<tr>
<td><strong>Untaxed Pensions</strong></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 were given by the Undergraduate Admissions Office
- Many majors have scholarships that students can apply for after 1st semester or Freshman year
- Outside scholarships are accepted
  - Contact companies you frequently do business with (ie: Pepsi, Kraft foods, supermarkets, etc)
Scholarship Questions?

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

• msuadm@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
- Be Married
- Have a dependent that they support
- Be a Veteran
- Be an orphan or ward of the court
- Be homeless
- Be an emancipated minor
- Already have a bachelors degree and is enrolling in graduate school or an eligible graduate certificate
We Have a Special Circumstance

The Federal Government only allows review of a financial aid award package if there was 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
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
- Possibly other Federal Agencies
- You may owe documents such as proof of registering with selective service, proof of citizenship, a copy of social security card, etc

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.