How to Apply for Work-Study

- Submit the FAFSA by Western’s February 15th priority deadline (or as soon as possible after January 1st since work study funds are awarded on a first come, first serve basis).
- If you are awarded work study, you will receive an interest sheet with your financial aid award letter. You may also contact Student Employment at (360) 650-3158, Old Main 285 to request a copy.
- Complete the interest sheet and return it to Student Employment. Student Employment will forward the interest sheet to the Graduate School where your employment match is made with an appropriate faculty member or department.
- The Graduate School will notify you, the faculty member, and the departmental manager of the position assignment.
- If you are unable to use your Work Study award (e.g. you receive a teaching assistantship), please notify Financial Aid at (360) 650-3470 so that a revised award can be processed for you.
- At the conclusion of your work-study assignment, please remember to submit a one page evaluation describing your involvement in the project.

Graduate School Statement

OM 530, 516 High Street,
Bellingham, WA 98225-9037
Phone: (360) 650-3170,
Fax: (360) 650-6811
www.wwu.edu/gradschool

If you are interested in receiving financial aid, we suggest that you contact Financial Aid, Old Main 265, (360) 650-3470, for information about application deadlines and aid availability. http://www.finaid.wwu.edu

The Free Application for Federal Student Aid (FAFSA) is available online at http://www.fafsa.ed.gov.

For eligible graduate students, there are a limited number of Work Study positions available. You must indicate your interest in Work Study on the FAFSA in order to be considered for one of these positions. Graduate students who receive work-study are assigned to research assistant positions, working with faculty in their area of interest.

Graduate students planning to take courses outside of the program requirements should carefully read the Financial Aid Satisfactory Academic Progress Policy section on Maximum Timeframe limitations.

Always be prepared to begin classes with some of your own funds even if you expect to receive financial aid.
Combining Graduate & Undergraduate Coursework

Graduate students enrolling in undergraduate coursework must ensure that the coursework is required to meet graduate degree program requirements.

In general, financial aid for graduate students taking undergraduate coursework is restricted to funding only those courses required by the graduate degree. However, it may be possible to receive reduced funding for undergrad courses taken as pre-requisite for admission into a graduate program. Students taking any undergraduate coursework are strongly urged to schedule an appointment with a financial aid counselor.

Teaching & Research Assistantships

A limited number of teaching and research assistantships are available through Western Washington University. Students should contact the Graduate School at (360) 650-3170 or their program advisor for more information. Financial aid eligibility might be affected by an assistantship.

How to Apply for Financial Aid

Priority Deadline: February 15th

1. The Free Application for Federal Student Aid (FAFSA) is available online at www.fafsa.ed.gov. To be considered for priority funding, submit your FAFSA to the federal processor by February 15th and include Western’s Federal School Code: 003802.

2. Review the Student Aid Report (SAR), which will be sent you approximately 3-4 days after you apply online. If there is incorrect information, make your corrections and submit them to the federal processor. Contact the federal processor at 1-(800)-433-3243 for additional information.

3. Respond promptly to any requests for information from the Financial Aid Office. Include your name and student number on all documents submitted.

4. Review the Notice of Financial Aid, which will be sent to you by the Financial Aid Office. Sign and return a copy to our office.

5. Maintain a financial aid file for your records and keep copies of all documents. You can update your address using Web for Students: www.wwu.edu/web4u.

Eligibility Requirements

General Eligibility Requirements: To be considered for financial aid, graduate students must meet the following criteria:

- Be admitted into a degree or certificate-granting program at WWU.
- Be enrolled for at least 4 credits each quarter.
- Not owe a refund on state or federal aid and not be in default on a previous educational loan.
- Be a citizen or permanent resident of the United States.
- Have registered with the Selective Service if required to do so.
- Maintain Satisfactory Academic Progress
- Complete your program within the established maximum time frame. Contact the Financial Aid Office for a copy of the Satisfactory Academic Progress Policy.

Short Term Loans

Financial Aid offers short-term loans ranging from $250 to $600. The eligibility criteria vary and there is a minimal processing fee for each loan. Contact the Financial Aid Office in Old Main 265 for additional information.