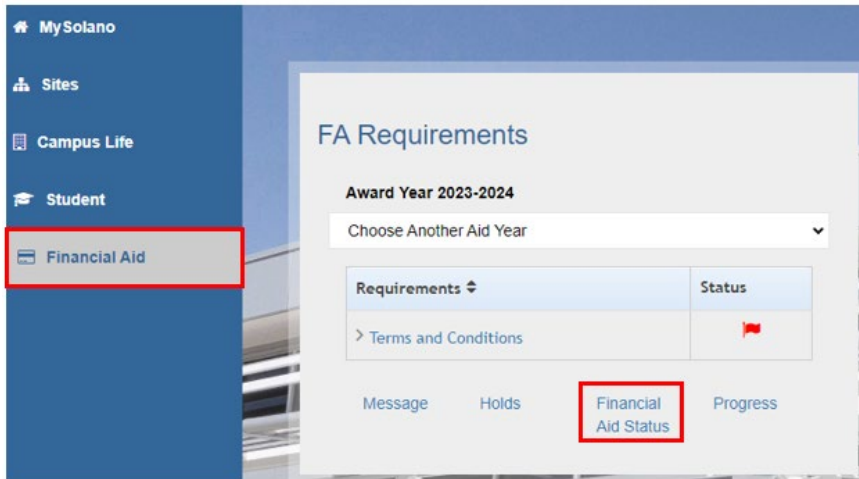
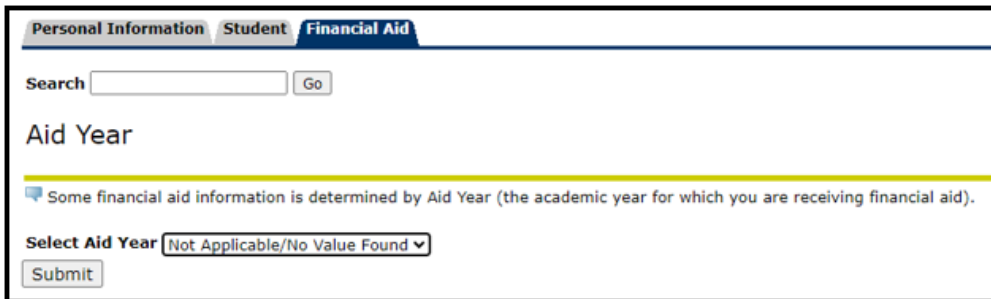


## How Do I Check My FWS Eligibility Checklist?

1. Log in to your MySolano student portal via <https://welcome.solano.edu/>
2. Click Financial Aid Tab -> Financial Aid Status

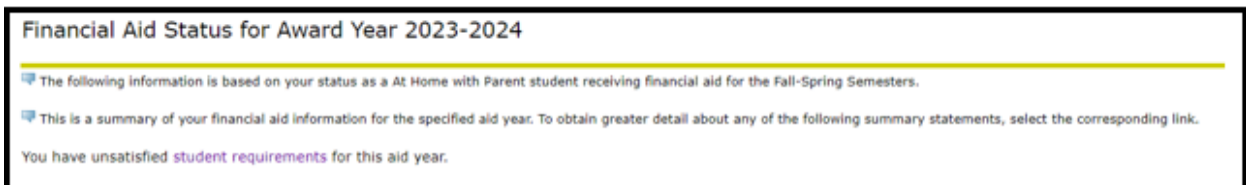


3. Select applicable aid year example: 2023-2024 click “Submit”



The screenshot shows the 'Financial Aid' section of the MySolano portal. It features a search bar with a 'Go' button. Below the search bar, there is a section titled 'Aid Year' with a yellow highlight. A message states: 'Some financial aid information is determined by Aid Year (the academic year for which you are receiving financial aid)'. Below this, there is a 'Select Aid Year' dropdown menu with the value 'Not Applicable/No Value Found' and a 'Submit' button.

4. Click “You have unsatisfied student requirements for this aid year”



The screenshot shows the 'Financial Aid Status for Award Year 2023-2024' page. It features a yellow highlight and a message: 'The following information is based on your status as a At Home with Parent student receiving financial aid for the Fall-Spring Semesters.' Below this, there is a summary of financial aid information for the specified aid year. A message states: '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.' At the bottom, there is a message: 'You have unsatisfied student requirements for this aid year.'

## 5. You will either see a green table or red table

- o If you see a green table like the one below, you meet the basic requirements. Make sure you are enrolled in at least six units for the term in which you want FWS.

Eligible for Federal Work Study		
Taking 6+ units in fall?	<b>YES</b>	Enroll in at least 6 units to get FWS in fall.
Taking 6+ units in spring?	<b>NO</b>	Enroll in at least 6 units to get FWS in spring.

- o If you see a red table, you are not meeting basic requirements. Follow the suggested steps to meet them.

Not Eligible for Federal Work Study		
Question	Answer	If the answer is "NO"...
Taking 6+ units in fall?	<b>YES</b>	Enroll in at least 6 units to get FWS in fall.
Taking 6+ units in spring?	<b>NO</b>	Enroll in at least 6 units to get FWS in spring.
Meeting SAP standards?	<b>YES</b>	Submit a SAP appeal.
Completed your financial aid file?	<b>NO</b>	Complete all outstanding requirements.
Have at least \$1000 in unmet need?	<b>YES</b> (Unmet need: 16360)	Contact FA office if you feel this is incorrect

## I'm eligible, what's next?

- Contact our Financial Aid Office to verify that there are FWS funds available to award
  - o Request Student Assignment Form and Position Form from Financial Aid Office and complete with hiring department
- If you are awarded FWS, find a campus department willing to hire you for a FWS position on campus.
  - o Connect with the Career Center (<http://www.collegecentral.com/solano>) to search the CCN jobs database and learn about other job search strategies. Current students can "activate" their account using their SCC User ID
- Complete the hiring process with the department hiring you.
  - o New hire forms to complete can be found on the HR website: <https://welcome.solano.edu/hr-student-worker-hiring/>
  - o Student will need to complete Live Scan and TB test before being authorized to work