



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

To: Work-study Award Recipients

From: Office of Student Financial Aid & Scholarships

Re: **Steps to View Financial Aid Work-Study Award**

1. Log into the student portal, "PV Place" at <http://www.pvamu.edu/pvplace>
2. Click to enter Panthertracks
3. Select: "Student" tab
4. Select: "Financial Aid" tab
5. Select: "Award" link
6. Select: "Award for Aid year" link
7. Select: Award Year and submit
8. Select: "Award Overview" tab
9. Scroll down to "Financial Aid for the Award Year 20xx-20XX"

If you were awarded, you must accept the award. If you have "accepted" work-study it will be shown in the *Financial Aid Award for the Award Year* for the selected award year as "Federal or State Work-study".

- Confirm the semester allocation in the *Financial Aid Award by Term* for the selected award year.
 - *The awarded work-study amount (allocation) indicates the amount per semester the student may earn. Work-study students are not allowed to exceed the allocated funds for the semester.*
- All awards are subject to **change** based on any updates to the status or account. It is imperative that you check the awarded amount with every biweekly timesheet submission.
- Work-study is paid in payroll earnings via a biweekly paycheck; these earnings are paid directly to the student and not deducted from the University invoice or bill.

Questions about work-study awards should be directed to the Student Financial Aid & Scholarships Office in the Memorial Student Center; 3rd Floor.

Questions about work-study positions or placement assistance should be directed to the Student Employment Office in the Harrington-Science building; Room 111.