Accepting Award Offers
Several financial aid programs require you to officially accept the offer of assistance before the award can be finalized. Follow the instructions to view and accept your awards in the UALR on-line BOSS system. Note that only some types of financial aid awards require on-line acceptance. For example, Pell Grant awards do not require an on-line acceptance.

The following awards require on-line acceptance in BOSS to finalize the award: Federal Work Study Award, Federal Student Loans, TEACH Grant.

Work Study – requires on-line acceptance
Federal Work Study award offers must be accepted. If you do not accept your work study award within 10 days of the date it was offered, the award will be cancelled.

If you accept the Federal Work Study award, you must secure a position on campus.

The Office of Financial Aid maintains an on-line listing of open positions. Work study openings for the Fall 2015 and Spring 2016 terms may not be posted until closer the beginning of the term(s).

Federal Work Study funds are not paid until you have worked and reported the hours worked. You will earn your award at a rate of minimum wage, $7.50 per hour. You'll report your hours worked each pay period (on the 15th and 30th/31st of each month) and then you're paid for those hours at the end of the next pay period.

Student Loans - require on-line acceptance
- The loan amount(s) you are offered are the base amount(s) you are eligible to receive.
- If you need more student loan funds to meet your education expenses, talk with a financial aid advisor about any additional unsubsidized Stafford loan eligibility you may have.
- You should only borrow what you need. Remember this is a loan that must be repaid in full, with interest. You may decrease an award amount.
- You should accept Subsidized Stafford Loan funds before accepting an Unsubsidized Stafford Loan. You should accept Unsubsidized Stafford Loan funds before accepting a Graduate PLUS loan.
- Subsidized Stafford Loans are need-based awards. The federal government subsidizes the award by paying the interest for you while you are in school.
- Unsubsidized Stafford Loans are non-need based awards and the interest accrues on the loan while you are in school.
- Graduate PLUS Loans are non-need based loans, and also require the student to pass a credit check. The interest accrues on the loan while you are in school.
- All student loan borrowers who are receiving their first student loan at UALR must complete on-line loan entrance counseling.
- All new student loan borrowers must complete a Master Promissory Note (MPN). This requirement can be completed on line.
- You must be enrolled at least half-time and attending courses to receive your loan funds.

Other Financial Assistance
If you are receiving any other source of assistance to help with your cost of attending UALR (scholarships, tuition assistance, employee discounts, veteran’s assistance, etc.) you must notify UALR immediately. Per federal law, the total amount of financial assistance cannot exceed your Cost of Attendance. Awards may be reduced and/or cancelled once we learn about other resources.

Review Award Messages and Financial Aid Requirements
Be sure to click on each of the links at the bottom of the “Accept Award Offers” page in BOSS.

View my award messages gives you specific information about your awards.

View the status of my financial aid requirements displays the status of all required documents, and will tell you which requirements are missing or in an incomplete status.

You are encouraged to log into your BOSS account on a regular basis and review the Financial Aid Checklist for the current status of your financial aid records.

Email Notifications
The UALR Office of Financial Aid uses email to communicate with students. Students are contacted via the email address they listed on the Free Application for Federal Student Aid (FAFSA). If no email address is provided on the
FAFSA, email communication will begin as soon as the UALR email address is created.

**UALR Email Account**
UALR student email accounts are created within 24 hours of admission to the university. UALR email is an official means of communication. You should check your email account regularly. Important information, such as semester billing statements, registration information, and inclement weather information will be sent to your UALR email account. If you consistently use another email account, we recommend you set your UALR account to forward messages to that email address.

The UALR email system can be accessed via the [UALR portal](https://ualr.edu). For more information, contact [UALR IT Services](mailto:ualritservices@ualr.edu) at 501.916.3011.