



University of the Incarnate Word

Office of Financial Assistance

Checklist for Undergraduate Students

4301 Broadway, Box 308
San Antonio, TX 78209
Phone: (210) 829-6008
Fax: (210) 283-5053
finaid@uiwtx.edu
www.uiw.edu/finaid

Prior to Fall 2024

Complete Any Outstanding Financial Aid Requirements

Our office will notify you of outstanding requirements via Cardinal e-mail and BannerWeb. Required forms are available in BannerWeb or can be downloaded at www.uiw.edu/finaid under “**Current Forms**”.

Securely submit documents to the Office of Financial Assistance using the file uploader online at www.uiw.edu/finaid. Access BannerWeb through **Cardinal Apps**, or by following the instructions provided at www.uiw.edu/finaid/ofa.html.

Verify Your Billed Charges

Review your invoice prior to each semester to make sure your charges are correct. Compare your accepted awards to your bill to determine if you need additional funding, or if you will have excess funds. Should you decide to accept loans, we recommend borrowing only what you need to cover your tuition and direct costs.

Health Insurance (Waive, if Eligible)

It is required for full-time main campus students to have health insurance. If you are insured, complete the annual waiver at www.uiw.edu/busoff/waivers.html each academic year before the posted deadline.

Request Parking Permit

Students may register their vehicle online on Cardinal Cars via **Cardinal Apps**.

Submit Outside Scholarships

Outside scholarships can be mailed to:
University of the Incarnate Word, Office of Financial Assistance
4301 Broadway, CPO 308, San Antonio, TX 78209

Accept/Decline Federal Student Loans

To accept/decline your loans online:

- Select the Financial Aid tab in BannerWeb
- Select View Your Award by Aid Year and select the aid year (e.g. Sum 2023/Fall 2023/Spring 2024)
- Select Accept Award Offer then indicate and submit your decision
- If you are accepting loans for the first time, you will need complete Loan Entrance Counseling and a Master Promissory Note (MPN) online at studentaid.gov.

Review Additional Payment Options (If Applicable)

- **Monthly Payment Plan**
You can enroll in a payment plan through the ePayment Center. Contact the Business Office for more details.
- **Parent PLUS Loan**
Parents of dependent undergraduate students may apply for a Parent PLUS Loan online at studentaid.gov.
- **Private Loan Options**
You may also apply for a private or state loan; however, you may be required to have a credit-worthy cosigner.
- **Veteran Education Benefits**
Contact the UIW Military and Veteran Center for more details at veterans@uiwtx.edu.
- **Military Discounts**
Qualified military students and dependents may be eligible for tuition discounts. Contact the Business Office for more details at busad@uiwtx.edu.
- **College Savings Plan**
Submit payment to the Business Office each semester after charges have been verified.

Fall 2024

Apply for a Federal Work-Study Job (Optional)

The Federal Work-Study Program provides part-time employment opportunities to students with financial need, allowing you to earn money to help supplement the costs of a postsecondary education. Earnings will be paid directly to you unless an automatic payment toward tuition and fees is requested.

- **Determine If You Qualify for Work-Study**

In order to qualify for work-study, you must indicate interest in being considered for work-study on the FAFSA and demonstrate financial need. If you do not qualify for work-study, you can apply for a student employment position which allows a department to hire you with university funds.

- **How To Apply for A Job**

A work-study award does not guarantee job placement. Search for jobs at <https://jobs.uiw.edu/>

Apply for Additional Scholarships

For additional scholarship opportunities, visit www.uiw.edu/financialaid/scholarships.html

Renew 2025-2026 FAFSA

Starting October 1, 2024 the 2025-26 FAFSA will be available at <https://studentaid.gov/h/apply-for-aid/fafsa>. Resubmit the FAFSA, using 2023 tax information, to determine aid eligible for Fall 2025 – Summer 2026.

Maintain Eligibility

To receive financial aid, you must meet the Satisfactory Academic Progress (SAP) requirements:

- Successfully complete a minimum of 67% of all attempted coursework, including transferred hours
- Maintain a cumulative GPA of 2.0 for undergraduate students
- Not exceed 150% of the number of hours required for graduation

Students awarded the Texas Equalization Grant (TEG) must also maintain a minimum 2.5 GPA, complete 24 credit hours and 75% of attempted hours per academic year.

Stay Connected

Important reminders and notices will be communicated to you via Cardinal e-mail or posted as an online resource on our webpage or social media accounts. Be sure to stay connected to keep up with events, upcoming deadlines, scholarship opportunities, loan information, and forms:

				
financialaid@uiwtx.edu	www.uiw.edu/financialaid	UIWFinancialAssistance	UIWFinancialAid	UIWFinancialAid