FWS Accept/Decline Instructions

Federal Work Study Recipients:

**Important change for 2011-2012** - If you have been awarded Federal Work Study and would like to utilize your award, you must accept the award online at the Hokie SPA.

- Step #1 - Log on to the Hokie SPA at [www.hokiespa.vt.edu](http://www.hokiespa.vt.edu)
- Step #2 - Click on Financial Aid Award Information
• Step #3 – Click on My Award Information
• Step #4 - Click on Award Package by Aid Year
• Step #5 - Select 2011-2012 on the drop-down box
Step #6 – Under Accept Award, Click on the drop-down box to select Accept or Decline Federal Work Study that is in the offered status. Click the “Submit Decision” button. Selecting Undecided will leave the Federal work Study in the offered status and will result in the cancelation of the FWS award. Failure to accept the Federal Work Study award by June 13, 2011 will result in cancelation of Federal Work Study.