



2023-2024 Documentation of Attendance for Federal Grant Aid

Federal student aid regulations for the Pell Grant, the TEACH Grant, and the Supplemental Educational Opportunity Grant (SEOG) require recipients to begin academic engagement by participating in academically related activity in all courses for which Wichita State University disbursed these federal grant aid funds.

The Office of Financial Aid has been unable to verify that you began academic engagement in one or more of your scheduled courses OR has received communication from your professor(s) that you did not academically engage in coursework. As such, Wichita State University has withdrawn necessary federal grant aid funds.

Academic Engagement: Active participation by a student in an instructional activity related to the student's course of study that includes but is not limited to:

- ➔ Attending a synchronous class, lecture, recitation, or field or laboratory activity, physically or online, where there is an opportunity for interaction between the instructor and students
- ➔ Submitting an academic assignment
- ➔ Taking an assessment or an exam
- ➔ Participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction
- ➔ Participating in a study group, group project, or an online discussion that is assigned by the institution
- ➔ Interacting with an instructor about academic matters

Does not include, for example:

- ➔ Living in institutional housing
- ➔ Participating in the institution's meal plan
- ➔ Logging into an online class or tutorial without any further participation
- ➔ Participating in academic counseling or advisement

INSTRUCTIONS >>>

If you believe you DID meet one or more of the above requirements of academic engagement, you must have your professor complete the information below. You must complete a separate form for each course in which you are requesting federal grant aid reinstatement. If it is more convenient, this information may be emailed to finaid@wichita.edu.

SECTION A >>> To be Completed By Student ONLY!

By signing below, I am personally certifying that I began academic engagement, as required by federal student aid programs, in the course listed below.

Student's Name (Last, First, MI) _____

myWSU ID Number _____

Signature of Student _____

Date _____

Typed signature cannot be accepted

Warning: If you receive student aid based on incorrect information, you may have to return it and/or pay fines and fees. If you purposely give false or misleading information on this form, you may be fined \$20,000, receive a prison sentence, or both.

Affirmation: By signing above, I certify that all information I have submitted is accurate and verified with supporting documentation.

SECTION B >>> To be Completed By Professor ONLY!

Please reference the above criteria to determine whether or not the student began academic engagement in your course.

Course Name _____ Subject Code & Course # _____

Fall 20__ Spring 20__ Summer 20__

Did the student attend the course at all and demonstrate academic engagement? YES NO

Faculty Name (Last, First) _____ Phone Number _____

Email Address _____ Date _____

Faculty Signature _____

Typed signature cannot be accepted