

DATE: February 6, 2018
TO: Physics Graduate Students
FROM: Donald Marolf, Chair
CC: Jennifer Farrar, Graduate Advisor
RE: **Policy Regarding Miscellaneous Fee Payments for Domestic TAs and GSRs**

Physics Department policy is to pay the quarterly miscellaneous fees for Physics TAs **provided they complete the Free Application for Federal Student Aid (FAFSA) and accept Federal Work Study when offered as part of the financial aid package.** Students must also be in good academic standing. Be sure to apply for the 2018-19 year.

You will need to fill out and submit the FAFSA no later than March 2, 2018 and follow directions below.

The FAFSA is available at <http://www.fafsa.ed.gov>.

After you apply, print your confirmation page, and turn it in to Broida Hall 3019D by Monday, March 5th.

Physics Department Policy on Miscellaneous Fee Payments:

The Department will pay campus based (miscellaneous) student fees (currently \$313.10/quarter) for graduate physics students working as a TA** provided **all** of the following conditions have been met. (No exceptions!):

1. Domestic students complete and submit the FAFSA during the priority filing period (ending March 5, 2018).
2. Print your confirmation page and turn it in to Broida Hall 3019D by March 5, 2018.
3. After submission of the FAFSA, the Financial Aid Office will follow up with correspondence indicating what type of aid the student has qualified for via an award letter.
4. If Federal Work Study is offered, accept and print the Federal Work Study Program Referral from the online UCSB Financial Aid website:
<https://www.finaid.ucsb.edu/AidStatus/>
5. Take the Work Study Referral Letter to Jennifer Farrar in Broida 3019D.
6. Upon receipt of the Federal Work Study Referral, the Physics Department will pay the campus based/miscellaneous fees, provided the student is in good academic standing.

In Regard to International Students:

Since only Citizens and Permanent Residents of the U.S. may complete the FAFSA, foreign students are exempt from this policy. The Department, by default, will pay miscellaneous fees for foreign physics students who are in good academic standing and demonstrate *satisfactory performance* toward their Ph.D. degree and as a Teaching Assistant.

**** Students who hold a Graduate Student Researcher appointment should also apply for Work Study funds.** This will protect you should you need a TAship in the future. It may also help your research advisor with funding if Work Study funds are awarded.