A student may present to you a copy of their latest Aid Letter, also known as FAN (Financial Aid Notification) as proof they have been awarded the LAEP (Learning Aligned Employment Program) Work-Study Opportunity. Below is an example of a screenshot and print out of a FAN.

Confirm the student’s name, the academic year, and that the LAEP Work-Study Opportunity award is listed under the “Loans & Work Study” section.

Make Note of the LAEP award amount and the terms it was awarded for. The per term LAEP award amount reflects the maximum a student can earn for such term under the LAEP program.

In the examples below, each term is awarded $2,050 and the total is $6,150 for the academic year.
If a student is not awarded LAEP Work-Study Opportunity, please have them check their FAN for the “May qualify for LAEP” link, like on the image below. ONLY students that have the LAEP link meet the prerequisite for the program. If the student has the link, please have them click the link for more information. The link will instruct students to submit the work-study request form. Students must submit the work-study request form to confirm they have room in their budget to receive the full LAEP award.