

Parent Electronic News  
West Virginia University  
January 7, 2016

Happy New Year everyone! If your student has not yet any New Year's resolutions, you might suggest an academic focus, such as not missing any classes or making the Dean's/President's List. A new semester is a chance for a new start, new goals and getting off on the right foot! Prior to the start of the term students should also make sure they have all their affairs in order – and as a reminder any balances remaining on student accounts on January 11 will be subject to late fees. Textbooks should also be purchased and students are hopefully aware of all resources available here to help them be as successful as possible this semester. More on each of these subjects can be found below.

A new year also means looking ahead; it is time to focus again on filing the Free Application for Federal Student Aid for next year and on taxes. The 2016-17 FAFSA is now out and needs to be submitted by March 1 to be considered on-time. Below you also will find important information related to taxes, including 1098-T forms and W-2, so read on!

While Morgantown has still only seen a dusting or two of snow, temperatures have fallen a bit, so make sure your students pack a winter coat and bring along some boots as they return to Morgantown this weekend. Winter is still ahead of us! We hope your break has been relaxing and enjoyable. As we await the return of our students, here's to a safe, healthy and prosperous 2016! In this edition:

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## **Spring Billing Reminder**

This is a reminder that spring payment was due in full on December 18. Any balances remaining on student accounts on January 11 will be subject to late fees. If you need assistance in resolving or paying any remaining balance please call the Mountaineer HUB at 304-293-1988 between 8:15 a.m. and 4:45 p.m. or stop by the Mountaineer HUB located on the second floor of the Evansdale Crossing Building.

To help you pay in the most expeditious manner and avoid lines and processing fees, you may want to use the convenient E-Check option online through STAR or the Parent/Guest Portal. This works just like a normal check except you enter the routing and account numbers for your checking account. Information on this and other payment options can be found here: <http://bit.ly/22NHrQ3>.

If your student will not be returning for the spring semester, to avoid spring charges they should be sure to officially withdraw from the University: <http://bit.ly/1OD22QK>. Prior to withdrawing, please know that we have many folks here to help explore options and/or help students successfully transition, so feel free to reach out if we can be of assistance. Students living in residence halls or those receiving loans may have additional steps to take to complete a withdrawal.

## **2016-17 FAFSA Now Available**

The 2016-2017 Free Application for Federal Student Aid (FAFSA) is now available at <http://1.usa.gov/146X9ep>. Both incoming and returning students planning to attend in fall 2016 *must* complete a FAFSA if they would like to be reviewed for federal financial aid – including federal loans. Many scholarships and state grants also require that students complete the FAFSA. If you have not completed your 2015 taxes, don't worry! You can use your 2014 taxes or 2015 W-2 forms to estimate your income for the FAFSA. It's okay to use estimates to complete and submit the FAFSA to meet the March 1 priority deadline. Once you file your taxes, you can update the application, if necessary.

Remember: The first word in FAFSA is FREE. You do not have to pay anyone to complete the FAFSA or to submit the FAFSA. We will help you!

Questions? Contact the Financial Aid Office at [finaid@mail.wvu.edu](mailto:finaid@mail.wvu.edu) or 304-293-1WVU. Follow us on Facebook (WVU Financial Aid) and Twitter (@WVUFinancialAid) for tips and reminders.

## **2015 Year-End Tax Information**

2015 W-2 forms are available online for all current employees, including students, as of Thursday, January 7. They can be accessed through the eNODS system by clicking on the

“myApps” link at the West Virginia state auditor’s website <http://bit.ly/1HWSdb9>. Former employees do not have access to the eNODS system and must wait for their mailed original paper W-2 form. Original paper W-2 forms are projected to be mailed on January 25 and 26, 2016. Current employees, including student employees, should update their mailing addresses as soon as possible through the MyAccess portal to ensure that their W-2 form is mailed to the correct address. Ex-employees should update their mailing address by sending an e-mail to [tax@mail.wvu.edu](mailto:tax@mail.wvu.edu).

## **WVU Student 1098-T Tax Forms Available**

WVU Tax Services will again be working with the business processing vendor ACS in preparing the 2015 Form 1098-T Tuition Statement for use by either students or parents in the filing of their 1040 personal tax return. The 2015 Form 1098-T will be available online starting mid- to late January through ACS at <http://bit.ly/1BFmyJr>. Hard copies will be mailed by February 1, 2016, to the student’s permanent mailing address listed in STAR.

As a note to new students, if this is the first year you will receive a Form 1098-T from WVU, you will be unable to register with the ACS website until we have completed the upload of the data file to ACS. Please continue to check back with the ACS website, and once the information is available it will allow you to register and download your 2015 Form 1098-T. WVU encourages all students to register to receive their Form 1098-T electronically. This can be done by going to the ACS website at <http://bit.ly/1BFmyJr> and registering.

Form 1098-T will not be issued to international students, unless requested by the student. An international student considered a nonresident alien for income tax purposes is not eligible for various educational tax credits and/or deductions. The IRS therefore does not require WVU to issue Form 1098-T to international students. If you are an international student and have questions, please contact WVU Tax Services at [tax@mail.wvu.edu](mailto:tax@mail.wvu.edu) or at 304-293-3379, extension 3.

Forms 1098-T for the calendar years 2014, 2013, 2012, 2011 and 2010 are available online through ACS at <http://bit.ly/1BFmyJr>. Feel free to contact ACS with questions at [tcrs@xerox.com](mailto:tcrs@xerox.com) or at 877-467-3821.

If you need Form 1098-T for the calendar year 2009 or prior, please contact the WVU Tax Services unit directly.

## **Spring Textbook Reminder**

For parents who are interested in placing an order using our secure website with a credit card, gift card, etc., please follow the steps below for easiest access to course book information. Customers placing orders through our website have first preference to receive a limited supply of

USED books and students can pick up their books at their convenience – no rush or waiting in lines. **The WVU Bookstores offer a full refund through January 19** (*competing area stores do NOT offer refunds*). Get official WVU gear at <http://bit.ly/1SQRqfD>. To order 2016 Textbooks:

1. Log on to MIX, then select the STAR tab
2. Select Student Services and Housing
3. Select Registration
4. Select the WVU, PSC and WVU Tech Bookstore link
5. Select the drop-down menu under “Your Term” and select Spring 2016
6. Select “To Order Your Books Online - Click Here” to order your books
7. Next, select the “Select Format” tab to choose New, Used, Rental or EBook, and add the items to your cart
8. Choose your payment option and your student will be ready to pick up textbooks at the start of classes

Contact [sm583@bncollege.com](mailto:sm583@bncollege.com) with any questions.

### **NEW Evansdale WVU Bookstore Location Now Open!**

The WVU Bookstores are proud to announce that we've completed the move to the **NEW Evansdale Crossing location!** This Bookstore is literally 10 times the size of the old store at Brooke Tower and has a fully operational Cafe proudly serving Starbucks beverages. The new store will provide the same great textbooks, clothing, reference, regalia and convenience services you've grown accustomed to. Stop in to see us at the new Evansdale Crossing Building at 62 Morrill Way. <http://bit.ly/1SCShE0>

### **Getting off to a good start academically**

With the new semester starting on Monday, remind your students to seek out ways to be successful from day one. The academic resources centers and various learning centers across campus can help. In addition to hosts of free tutoring, Student Success Coaches are also available to help with tasks such as time management, study skills, test taking and note taking skills and other items to help students be successful. More on these and other resources can be found here: <http://bit.ly/1Gn6MnW>.

As a reminder, for freshmen students who struggled this past fall semester the Mid-Year Academy will be taking place this Sunday prior to classes starting to help map out a better plan for success this spring. Students who were placed on academic probation were notified over break and need to attend this session: <http://bit.ly/1sa6iy4>. This is a chance to refocus for a successful Spring 2016!

### **Target Case Study Competition = \$800**

This January, students will have the opportunity to apply what they've learned in the classroom for a chance to win \$800. The second annual Target Case Study Competition is a team-based activity where students are given a real-world business problem provided by the Target Corporation. Contestants will have three weeks to put their skills to the test and develop a comprehensive solution.

The competition is open to undergraduate students of all ranks and majors. Suggest to your student that they should build their team with people from different majors for a more well-rounded approach to the "business problem" (e.g., one student from industrial engineering, finance, and strategic communication). Last year, a team comprised of freshmen and sophomores placed third, so encourage underclassmen to participate. Students can view more info or register (by January 19, 2016) at: <http://bit.ly/1RmhSlz>.

### **Off-Campus Housing Fair – January 23**

The Office of Off-Campus Housing will hold the second Off-Campus Housing Fair of the year on Saturday, January 23, 2016, from noon to 3 p.m. in the Evansdale Residential Complex Blue and Gold Room. Students can stop by to inquire about housing options for the 2016-17 school year and learn about resources such as Student Legal Services and free lease reviews.

Below are some helpful reminders as students look at housing options for next year:

- Leases are legally binding contracts, and after signing a lease – no matter what happens to your status as a student – students are bound by the terms of that lease for the stated period.
- While many landlords and property managers will tell students that they must sign early, in reality there is a healthy supply of housing.
- Students should not sign leases unless they are certain they are returning to WVU next year. Since so many leases in the Morgantown area are joint leases, a potential pitfall is signing a lease with a student who will not return for next year.
- Students should be sure to read the fine print and consider their personal situation in regards to the lease. What is the last day on the lease regarding graduation for those graduating in May? Is there an option for early termination for those graduating in December?

- It's a great idea for students to have a lease review performed by Student Legal Services prior to signing a lease. Services are free for students, and it is important for them to understand the legal document they are about to sign. Call 304-293-4897 for an appointment (<http://bit.ly/1DUWwCr>).

### **University Apartments**

As your students begin exploring living options for next academic year, University Apartments offers four properties managed and operated by WVU. These locations offer a secure and comfortable living environment with the freedom of 24-hour access all-year long. At University Apartments, there are no resident assistants. Instead, our community assistants are available to the residents when needed, help create a learning environment, and host events for the students. University Apartment leases are for 12 months, with Vandalia and University Place offering limited short-term leases. For more information, visit <http://bit.ly/1DUWA5f> or contact us at 304-293-5840.

### **Returning Student Residence Hall Housing**

A limited number of upperclassmen spaces are held for returning students. If interested, students can apply and pay their deposit online now and choose their room in the mid-January selection process: <http://bit.ly/1xW0Z4v>.

If your student is graduating or leaving the area for study abroad, co-ops, internships, student teaching, National Student Exchange or similar programs next year, residence hall housing options could make sense because of their flexibility. Students in the circumstances listed above may be released from a WVU Residence Hall Room and Meal Plan contract for that period, after providing proper documentation.

**/Katie Gallagher and Lisa Hanselman**

Office of Parent Relations

West Virginia University