Documentation of Attendance for Federal Aid

2025-2026



FINANCIAL AID AND SCHOLARSHIPS

Student's Name (Last, First, MI) ______ myWSU ID ______

INSTRUCTIONS >>>

Federal student aid regulations for Pell Grant, TEACH Grant, and 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 has disbursed federal grant funds.

The Office of Financial Aid & Scholarships 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 As a result, Wichita State University has withdrawn necessary federal grant aid funds.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/laboratory activity, physically or online where there is an opportunity for interaction between the instructor and students
- → Submitted an academic assignment
- → Taking an assessment or exam
- → Participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction
- → participating in a study group, project, or an online discussion that is assigned by the institution
- → interacting with an instructor about academic matters

Academic Engagement 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

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. This form must be completed for each course in which you are requesting federal grant aid reinstatement.

SECTION A >>> TO BE COMPLETED BY STUDENT

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

Student's Signature Typed Signature cannot be accepted		Date	Student's Prin	ted Name	
SECTION B >>> TO	BE COMPLETED BY PRO				
Term: (Course Name:	Subject Code:	Course Num	Course Number:	
Did the student att	end the course and demo	nstrate academic en	gagement? 🛛 Yes	□ No	
Faculty Name:		Phone:	Email:		
	ulty Signature: Date: Typed Signature cannot be accepted				
1845 Fairmount Street (316) 978-3430 (855)	Wichita, KS 67260-0024 978-1787	- -		wichita.edu	