

# Guarantee Only

You would submit a guarantee only memo if your department/area is wanting to pay for the students insurance, tuition and/or mandatory fees. You can only use accounts that are 11-14 or 17A

Guarantee Only


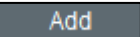
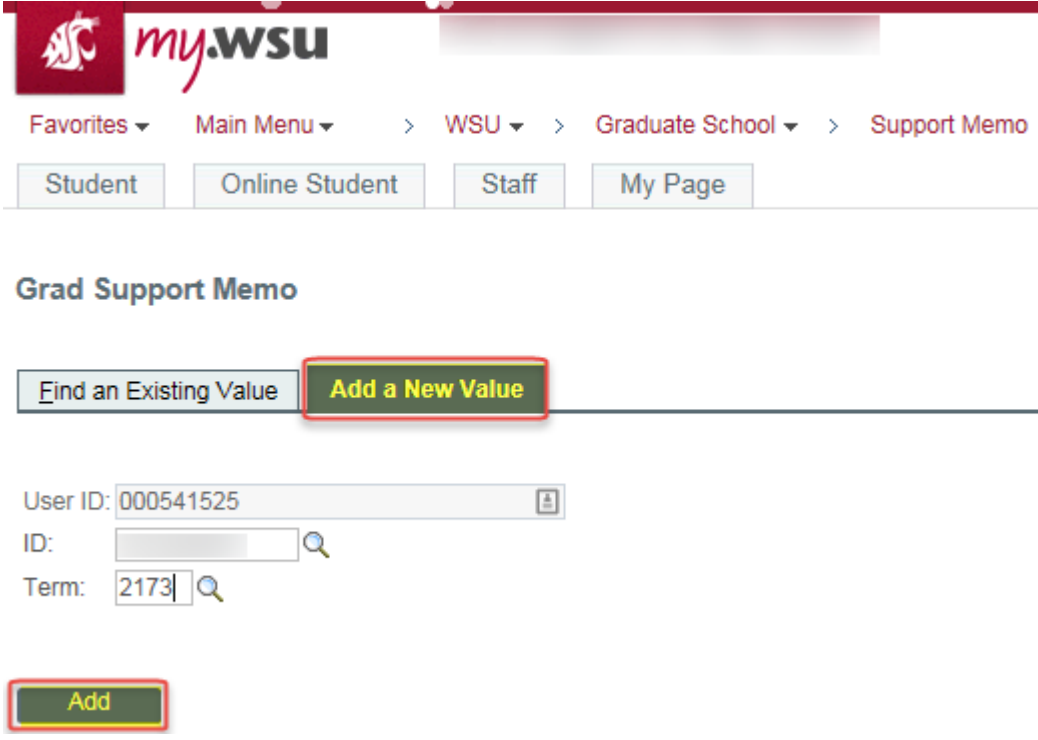




| Step       | Action   |
|------------|--|
| Navigation | Main Menu > WSU > Graduate School > Support Memo |

The screenshot shows the my.WSU interface with the following navigation path highlighted:

- Main Menu
- WSU
- Graduate School
- Support Memo

The 'Support Memo' option is highlighted in yellow. Other options visible in the 'Graduate School' sub-menu include: Admissions, Third Party Access Admin, WSU Customizations, Advising, WSU Student Records, G/L Recon Extract, Graduate Committee, Load Event File, SF Group Line Update, SF Invoice Lookup, ECSI Payment Extract, WSU 1098-T Report, SF Financial Responsibility, SF Refund Extract, Change Nickname, TC Course Details-Incl in GPA, Calculate Tuition by Course, and Cashnet PERS/ORG Extract.

# Job Aid

| Step  | Action  |
|---|---|
| 1.  | Click in the <b>Add a New Value</b> field.<br>   |
| 2.  | Click in the <b>ID:</b> field.  |
| 3.  | Click in the <b>Term:</b> field and enter desired <b>Term</b> .   |
| 4.  | Click the <b>Add</b> button.<br>   |
|  |   |
| 5.  | Click the <b>Intended Enrollment</b> list and choose the appropriate enrollment status. For this example, I have chosen the <b>Full-Time</b> list item.<br>      |
| 6.  | Click the <b>Support Option</b> list.<br>Click the <b>Guarantee Only</b> list item.<br>  |
| 7.  | Click the <b>Research Status</b> list and choose the appropriate research status. For this example, I have chosen the <b>Neither</b> list item.<br>              |
| 8.  | Click the <b>Sponsorship Status</b> list and choose the appropriate sponsorship status. For this example, I have chosen the <b>Not Applicable</b> list item.<br> |

| Step   | Action  |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
|--|---|--------------------|----------------------------------|-------|-------|--|--|--|--|----------------|---------------------|-------|----------------------------------|------------------------------|-------------|--------|--|----------------|-----------------|--------------------|--|--|--|--|--|------------------|-----------------|------------------|--|
|  | <div style="border: 1px solid black; padding: 5px;"> <div style="background-color: #800000; color: white; padding: 2px;"><b>Contact Information</b></div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 15%;">WSU ID</th> <th style="width: 25%;">Name</th> <th style="width: 25%;">Email</th> <th style="width: 35%;">Phone</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table> <div style="background-color: #800000; color: white; padding: 2px; margin-top: 5px;"><b>Sponsored Student Information</b></div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>WSU ID: <input style="width: 80%;" type="text"/></p> <p>Academic Career    Academic Program</p> <p> </p> <p>Campus      Admit Term      Residency      Effective Term Residency</p> <p>PULLM      2157                  RES                  2157</p> </div> <div style="background-color: #800000; color: white; padding: 2px; margin-top: 5px;"><b>Support Memo Details</b></div> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 20%;">Support Period</td> <td style="width: 20%;">Intended Enrollment</td> <td style="width: 20%;">Units</td> <td style="width: 40%; text-align: right;"><a href="#">Customer Account</a></td> </tr> <tr> <td>2173    2017 Spring Semester</td> <td>Full-Time ▼</td> <td>12.000</td> <td></td> </tr> <tr> <td>Support Option</td> <td>Research Status</td> <td colspan="2">Sponsorship Status</td> </tr> <tr> <td>Select a Support Option for Graduate Student</td> <td>Identify current Research Status of the Graduate Student</td> <td colspan="2"></td> </tr> <tr> <td>Guarantee Only ▼</td> <td>Assistantship ▼</td> <td colspan="2">Not Applicable ▼</td> </tr> </table> </div> | WSU ID             | Name                             | Email | Phone |  |  |  |  | Support Period | Intended Enrollment | Units | <a href="#">Customer Account</a> | 2173    2017 Spring Semester | Full-Time ▼ | 12.000 |  | Support Option | Research Status | Sponsorship Status |  | Select a Support Option for Graduate Student | Identify current Research Status of the Graduate Student |  |  | Guarantee Only ▼ | Assistantship ▼ | Not Applicable ▼ |  |
| WSU ID                                       | Name  | Email              | Phone                            |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
|  |   |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| Support Period                               | Intended Enrollment   | Units              | <a href="#">Customer Account</a> |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| 2173    2017 Spring Semester                 | Full-Time ▼   | 12.000             |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| Support Option                               | Research Status   | Sponsorship Status |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| Select a Support Option for Graduate Student | Identify current Research Status of the Graduate Student  |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| Guarantee Only ▼                             | Assistantship ▼   | Not Applicable ▼   |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| 9.   | <p>Click the <b>Requesting Insurance?</b> List and choose the appropriate insurance request option.</p> <p>For this example, I have chosen the <b>Yes</b> list item.</p> <p><b>Yes</b></p>  |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| 10.  | <p>Click the <b>Who Will Pay?</b> List and choose the appropriate option.</p> <p>For this example, I have chosen the <b>Department</b> list item.</p> <p><b>Department</b></p>  |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| 11.  | <p>Click the <b>Type of Insurance</b> list and choose the appropriate option.</p> <p>For this example, I have chosen the <b>GSA Spring</b> list item.</p> <p>Once this is chosen, the Amount will be automatically populated.</p>   |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |
| 12.  | <p>You can add additional comments in the comment box.</p>  |                    |                                  |       |       |  |  |  |  |                |                     |       |                                  |                              |             |        |  |                |                 |                    |  |  |  |  |  |                  |                 |                  |  |

# Job Aid

| Step   | Action   |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
|--|--|---------------------------------|--|----------------|--|-------------|---------------|-------------|-------------------------------------|------------------------|----------|------|----------|--------------------------|----------|-------------------------------------|------------------------|--------|------|--------|--------------------------|--------|-------------------------------------|---------------------|-------|------|-------|--------------------------|-------|-------------------------------------|--------------------|--------|------|--------|--------------------------|--------|-------------------------------------|-----------------|--------|------|--------|--------------------------|--------|-------------------------------------|-----------------|--------|------|--------|--------------------------|--------|-----------------------------|--|----------|--|--|--|--|-------------------------------|--|------|--|--|---------------------------------|--|----------------------|--|----------|--|--|-----------------------------------|--|
| <div style="background-color: #f2f2f2; padding: 5px;"> <p><b>Insurance</b></p> <p>Requesting Insurance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    Who Will Pay? <input type="checkbox"/> Department <input checked="" type="checkbox"/>    Type of Insurance <input type="checkbox"/> GSA Spring <input checked="" type="checkbox"/>    Amount <input type="text" value="1288.00"/></p> <p>Final Term <input type="checkbox"/> Yes    Internship <input type="checkbox"/> Yes</p> <p style="text-align: right; color: red;">This is auto populated</p> </div>   |  |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <div style="background-color: #f2f2f2; padding: 5px;"> <p><b>Tuition Guarantee Detail</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Select Tuition &amp; Mandatory Fees</th> <th>Description</th> <th>Charged Amount</th> <th>Payments Applied</th> <th>Balance</th> <th>Override Flag</th> <th>Memo Amount</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>PULLM GRAD Res Tuition</td> <td>5,612.00</td> <td>0.00</td> <td>5,612.00</td> <td><input type="checkbox"/></td> <td>5,612.00</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>PULLM GRAD Res Tui-S&amp;A</td> <td>280.00</td> <td>0.00</td> <td>280.00</td> <td><input type="checkbox"/></td> <td>280.00</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Pullman Transit Fee</td> <td>27.74</td> <td>0.00</td> <td>27.74</td> <td><input type="checkbox"/></td> <td>27.74</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Pullman Health Fee</td> <td>184.00</td> <td>0.00</td> <td>184.00</td> <td><input type="checkbox"/></td> <td>184.00</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Pullman SRC Fee</td> <td>153.00</td> <td>0.00</td> <td>153.00</td> <td><input type="checkbox"/></td> <td>153.00</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Pullman CUB Fee</td> <td>120.00</td> <td>0.00</td> <td>120.00</td> <td><input type="checkbox"/></td> <td>120.00</td> </tr> <tr> <td colspan="2"><b>Total Charged Amount</b></td> <td>6,376.74</td> <td colspan="2" style="background-color: #f2f2f2;"><b>Financial Aid, Waivers, and Other Credits</b></td> <td colspan="2"><b>Total Guarantee Amount</b> 7,664.74</td> </tr> <tr> <td colspan="2"><b>Total Payments Applied</b></td> <td>0.00</td> <td colspan="2" style="background-color: #f2f2f2;"></td> <td colspan="2"><b>Total Waiver Amount</b> 0.00</td> </tr> <tr> <td colspan="2"><b>Total Balance</b></td> <td>6,376.74</td> <td colspan="2" style="background-color: #f2f2f2;"></td> <td colspan="2"><b>Total Memo Amount</b> 7,664.74</td> </tr> </tbody> </table> <p style="color: red; font-weight: bold;">Notice the Total Guarantee Amount and Total Memo Amount includes the insurance since the department is paying for it.</p> </div> |  | Select Tuition & Mandatory Fees | Description                                      | Charged Amount | Payments Applied                       | Balance     | Override Flag | Memo Amount | <input checked="" type="checkbox"/> | PULLM GRAD Res Tuition | 5,612.00 | 0.00 | 5,612.00 | <input type="checkbox"/> | 5,612.00 | <input checked="" type="checkbox"/> | PULLM GRAD Res Tui-S&A | 280.00 | 0.00 | 280.00 | <input type="checkbox"/> | 280.00 | <input checked="" type="checkbox"/> | Pullman Transit Fee | 27.74 | 0.00 | 27.74 | <input type="checkbox"/> | 27.74 | <input checked="" type="checkbox"/> | Pullman Health Fee | 184.00 | 0.00 | 184.00 | <input type="checkbox"/> | 184.00 | <input checked="" type="checkbox"/> | Pullman SRC Fee | 153.00 | 0.00 | 153.00 | <input type="checkbox"/> | 153.00 | <input checked="" type="checkbox"/> | Pullman CUB Fee | 120.00 | 0.00 | 120.00 | <input type="checkbox"/> | 120.00 | <b>Total Charged Amount</b> |  | 6,376.74 | <b>Financial Aid, Waivers, and Other Credits</b> |  | <b>Total Guarantee Amount</b> 7,664.74 |  | <b>Total Payments Applied</b> |  | 0.00 |  |  | <b>Total Waiver Amount</b> 0.00 |  | <b>Total Balance</b> |  | 6,376.74 |  |  | <b>Total Memo Amount</b> 7,664.74 |  |
| Select Tuition & Mandatory Fees  | Description  | Charged Amount                  | Payments Applied                                 | Balance        | Override Flag                          | Memo Amount |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <input checked="" type="checkbox"/>  | PULLM GRAD Res Tuition   | 5,612.00                        | 0.00   | 5,612.00       | <input type="checkbox"/>               | 5,612.00    |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <input checked="" type="checkbox"/>  | PULLM GRAD Res Tui-S&A   | 280.00                          | 0.00   | 280.00         | <input type="checkbox"/>               | 280.00      |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <input checked="" type="checkbox"/>  | Pullman Transit Fee  | 27.74                           | 0.00   | 27.74          | <input type="checkbox"/>               | 27.74       |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <input checked="" type="checkbox"/>  | Pullman Health Fee   | 184.00                          | 0.00   | 184.00         | <input type="checkbox"/>               | 184.00      |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <input checked="" type="checkbox"/>  | Pullman SRC Fee  | 153.00                          | 0.00   | 153.00         | <input type="checkbox"/>               | 153.00      |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <input checked="" type="checkbox"/>  | Pullman CUB Fee  | 120.00                          | 0.00   | 120.00         | <input type="checkbox"/>               | 120.00      |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <b>Total Charged Amount</b>  |  | 6,376.74                        | <b>Financial Aid, Waivers, and Other Credits</b> |                | <b>Total Guarantee Amount</b> 7,664.74 |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <b>Total Payments Applied</b>  |  | 0.00                            |  |                | <b>Total Waiver Amount</b> 0.00        |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <b>Total Balance</b>   |  | 6,376.74                        |  |                | <b>Total Memo Amount</b> 7,664.74      |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| <p><b>Additional Comments:</b> Please describe any unique or specific information needed to process this memo.</p> <div style="background-color: yellow; height: 30px; width: 100%;"></div>  |  |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| 13.  | Click in the <b>Account Program</b> field and enter the desired Account Program. The account program must be 11, 12, 13, 14, or 17A.   |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| 14.  | Click in the <b>Account</b> field and enter the desired Account number.  |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| 15.  | Press <b>[Enter]</b> .<br>After you press enter, the Item Type number and description should automatically populate.<br>If there is no item type available, please send an email to the Graduate School Service Desk at  |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| 16.  | After you press enter, the Item Type number and description should automatically populate.   |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| 17.  | Click the <b>Expenditure Authority</b> list.<br><input type="text" value=""/> <ul style="list-style-type: none"> <li>If you are <b>not</b> the Expenditure Authority, choose the appropriate individual.</li> <li>If you are the Expenditure Authority, you will be able to Approve and Sign.</li> </ul> |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |
| 18.  | Click the <b>Save</b> button.<br><input type="button" value="Save"/>   |                                 |  |                |  |             |               |             |                                     |                        |          |      |          |                          |          |                                     |                        |        |      |        |                          |        |                                     |                     |       |      |       |                          |       |                                     |                    |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                                     |                 |        |      |        |                          |        |                             |  |          |  |  |  |  |                               |  |      |  |  |                                 |  |                      |  |          |  |  |                                   |  |

| Step | Action |
|------|--------|
|------|--------|

**Account Details**

Account Program: 17A    Account: 29400111    Item Type: 603000001860    Expenditure Authority: Yocum, Darren M

Graduate School Guarantee

Click SAVE after selecting Expenditure Authority to send this memo to them for approval.

**Electronic Expenditure Authority Signature**

Approve & Sign

**Audit Dates: Save & Last Updated**

SAVE Audit

Memo Last Updated

Void/Discard Memo

**For Official Use Only**

HWS Signature

SPS Signature

Graduate School Signature

Save    Refresh    Add    Update/Display

If you are the Expenditure Authority, you will be able to approve and sign here.

The item type number and description will automatically populate once the

|     |  |
|-----|--|
| 19. | Check the <b>Status</b> of the memo which is located in the top right hand side of the memo to insure the routing has begun. If the status is <b>“In progress”</b> the memo has <b>not</b> been moved on and it requires additional information. |
|-----|--|

**Sponsored Graduate Student Support Memo**

Memo Log Nbr 000340    **Status** In Progress

**Contact Information**

| WSU ID | Name | Email | Phone |
|--------|------|-------|-------|
|        |      |       |       |

**Sponsored Student Information**

WSU ID:   

Academic Career    Academic Program

Campus    Admit Term    Residency    Effective Term Residency

|     |                          |
|-----|--------------------------|
| 20. | <b>End of Procedure.</b> |
|-----|--------------------------|