

*Blue to Gold*



**Money Management Center**

# INTRODUCTIONS

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# MISSION, 3 W'S & H

## Mission:

- Grow fiscally responsible citizens
- Discover financial potential
- Achieve long-term goals
- Maintain financial stability
- Transform lives



## 3 W's & H

- Who: any student
- What: assistance w/ FA, SA, planning, earning, saving, budgeting, etc.
- When: whenever they need help
- How: in person, Zoom, phone

# OPERATIONS

## STEP I: STUDENT FINANCIAL WORKSHEET

### Student Financial Worksheet

Name: \_\_\_\_\_ CWID: \_\_\_\_\_

Expected graduation semester & year \_\_\_\_\_

Are you able to access Degree Works? Y N  
(myLEO → Student Resources → UG/G DegreeWorks)

**Current Student Account charges**

Tuition and fees \_\_\_\_\_

Housing and meals \_\_\_\_\_

Miscellaneous \_\_\_\_\_

Past due balance \_\_\_\_\_ (previous term)

**Total due** \_\_\_\_\_

To check your balance or your Financial Aid awarding go to [myLeo](#) → Student Resources tab and the two bottom links will be to [LeoPay](#) and Financial Aid. To see any outstanding FA requirements look under the "home" tab in your portal.

**Current Financial Aid Offers**

Student Loans \_\_\_\_\_

Parent [Plus](#) Loan \_\_\_\_\_

Federal Work Study \_\_\_\_\_

Grants & Scholarships \_\_\_\_\_

**FA awards** \_\_\_\_\_

**Difference/Balance** \_\_\_\_\_

Have you completed your FAFSA/TASFA and met all outstanding requirements in your FA portal? \_\_\_\_

Do you have an understanding of the Satisfactory Academic Progress (SAP) standards and eligibility requirements for all of your financial aid? Y N  
 (Need more information? Answer "no")

SAP requirements:

- GPA min (term & institutional) \_\_\_\_\_
- Completion of hours (term & overall) \_\_\_\_\_

Waivers/Exemptions: Y N (ex: foster care, Hazelwood, TWC, Valedictorian, GA, etc.)

Explain: \_\_\_\_\_

Are you employed? \_\_\_\_ What is your current monthly income? \_\_\_\_\_

Monthly expenses: phone \_\_\_\_\_ rent \_\_\_\_\_

utilities \_\_\_\_\_ gas \_\_\_\_\_ other \_\_\_\_\_

Do you have family financial assistance? Y N approximate \$: \_\_\_\_\_

Current financial stress level 0-5 (0 = no financial stress → 5 = very high financial stress) \_\_\_\_\_

Over the past 2 months, how many times have you considered taking a leave of absence from school due to finances (several times, a few times, one time, not at all, I have returned from a leave due to finances) \_\_\_\_\_

Is your financial situation causing you to have difficulty focusing on your studies? \_\_\_\_

*If you are unsure of any part of this worksheet or would like a better understanding of any part of this worksheet, you may leave it blank or ask for an understanding from your Money Coach*



# OPERATIONS

## STEP 2: FINANCIAL PLAN

### MMC Financial Plan

Name \_\_\_\_\_ CWID \_\_\_\_\_

Classification: FR SO JR SR Term: \_\_\_\_\_ # of credit hours \_\_\_\_\_

Fin Aid SAP: GPA \_\_\_\_\_ Comp. rate \_\_\_\_\_ Status \_\_\_\_\_

How the session was conducted: \_\_\_\_\_  
(Zoom, phone, in person)

Money Coach: \_\_\_\_\_

Topic(s) discussed: \_\_\_\_\_

Stress level before session: (0-5) \_\_\_\_\_

Immediate Concerns:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Financial Plan: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What money behavior could you change right now? \_\_\_\_\_

What financial tools/skills could you use right now? \_\_\_\_\_

Follow up recommended? Y N Date/Time \_\_\_\_\_

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**\*SMART Goals:** Specific, Measurable, Achievable, Relevant, Time-based

**Short-term:** \_\_\_\_\_

**Medium-term:** \_\_\_\_\_

**Long-term:** \_\_\_\_\_

**\*Creating a budget:**

50/30/20 Budget Plan (after tax income)

50% for needs

Groceries, housing, basic utilities, transportation, insurance, minimum loan payments, child care (or other expenses you need so you can work)

30% for wants

Typical wants include dinners out, gifts, travel and entertainment

20% for savings & debt repayment

Put something away for the unexpected, save for the future and pay off debt

**\*Emergency Fund:** \_\_\_\_\_

*Many experts recommend you try to build up several months of bare-bones living expenses. We suggest you start with an **emergency fund** of at least \$500 — enough to cover small emergencies and repairs — and build from there. You can't get out of debt without a way to avoid more debt every time something unexpected happens. And you'll sleep better knowing you have a financial cushion.*

**\*Start Building Credit:**

*One of the easiest ways to build credit is by getting and using a credit card. Choose one or two items to pay for with your credit card, and pay off the balance each month. Use your credit card as part of your regular spending plan, and make sure you only buy what you can afford.*

**\*Open a Savings Account:** Why?

1. You're not going to lose money in your savings account if a business fails. The same cannot be said of many other investments.
2. Savings accounts, by their very nature, don't lose money.
3. Most savings accounts can be accessed day or night at any ATM. Just slip in your debit card, hit a few buttons, and the money is in your hand.
4. While a savings account doesn't earn a big return, it can earn a small one. Savings account rates are not a big flashy number like you might earn in the stock market, but at least it's steady and reliable.
5. Most savings accounts have an extremely low minimum balance, if any. A savings account is a safe place to put your money when you can't afford to lose any or think you'll need it in an emergency.

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# OUTREACH

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Meet & Greet w/ Money Coaches

Interactive programming

Classroom presentations

Access to



# ON BEYOND THE BASICS

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- Peer Mentorships
- Faculty/Staff education & assistance
- Community partnerships