







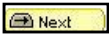

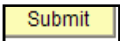

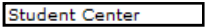

Viewing/Accepting/Declining Financial Aid

1.	After logging into the MaineStreet portal, click the Student Self-Service link to select it. Student Self-Service
2.	Click the Student Center link. Student Center
3.	To view the status of a submitted Free Application for Federal Student Aid (FAFSA), from the Finances section of the Student Center, click the FAFSA Status link. FAFSA Status
4.	This page lists the Institution/s that have received your FAFSA. The date it was received will also display. To return to the Student Center, click the Return to Student Center link. Return to Student Center
5.	To view your Financial Aid information, from the Finances section of the Student Center, click the View Financial Aid link. View Financial Aid
6.	On the Select Aid Year to View page, click on the link for the Aid Year and Institution you wish to view information for. If an aid Year link is not active, it means the Financial Aid Office has not activated self-service access for that aid year yet.
7.	The Award Summary page displays a summary of your awards for the selected aid year. For each term, the award Category , amount Offered and amount Accepted displays: Category - Indicates the type of award. Offered - Amount of award offered. Accepted - Amount of award accepted. If zero displays, you have not yet accepted the award. For additional information about a loan, click on the Loan Detail link.
8.	The Loan Application Information page displays the estimated loan amount and the loan status. Click the Return to Award Summary link. Return to Award Summary
9.	If the Accept/Decline Awards button is active, your financial aid package is available for review. Click the Accept/Decline Awards button to take action on the awards you have been offered. You may also access the Award Package page directly from the Student Center by clicking the Accept/Decline Awards link. ACCEPT/DECLINE AWARDS

Quick Guide



10.	<p>On the Award Package page, you can accept, reduce or decline each award listed by marking the corresponding Accept or Decline check box for each award. Grants and scholarships are typically accepted for you.</p> <p>Please note: Your ability to accept/reduce/decline awards may vary by campus and award. If you find you are unable to update a field then that action is not allowed.</p> <p>To accept an award, select the checkbox adjacent to the award in the Accept column.</p>
11.	<p>After you accept an award, the offered amount for that award displays in the Accepted column and the amount is editable. If you wish to reduce the amount of the award, enter the reduced amount in the Accepted field.</p>
12.	<p>After adjusting the award amount, click the Update Totals button.</p> <p></p>
13.	<p>Next, click the Submit button.</p> <p></p>
14.	<p>At the top of the Student Enrollment page it will state the enrollment status your Fall/Spring financial aid package was based on. If the reported enrollment status is accurate click 'The above enrollment information is accurate'.</p> <p>If the reported enrollment status does not reflect your enrollment plans click 'I need to report a change in enrollment plans'. This will open a grid where you can report your anticipated enrollment for fall and spring.</p>
15.	<p>Check the boxes that appropriately reflect your Anticipated Fall and Spring Enrollment. If a section for Summer Enrollment is not displayed, click Next.</p>
16.	<p>Some campuses will display an area for you to report summer enrollment plans.</p> <p>If you are not taking summer courses, or are not sure, click 'I am not taking courses this summer, or have not decided'.</p> <p>If you do plan to take summer courses click 'I plan to take courses during the summer term'. This will open a grid where you can report your anticipated enrollment for summer.</p>
17.	<p>Check the box that reflects your Anticipated Summer Enrollment.</p>
18.	<p>Below the grid, respond to the statement 'I am interested in being considered for Summer Work Study' by clicking 'Yes' or 'No'.</p>
19.	<p>When finished, click the Next button.</p> <p></p>
20.	<p>On the Student Housing and Graduation page, the Housing section will state the living arrangements your financial aid package was based on.</p> <p>If the reported living arrangements are accurate, click 'The Housing information is accurate'.</p> <p>If the reported living arrangements do not reflect your plans, click 'I need to report a change in Housing'. This will open a grid where you can report your intended housing plans.</p>

21.	Check the box that reflects your Anticipated Housing plans.
22.	In the Anticipated Graduation section, indicate whether or not you will graduate within the current aid year by choosing the appropriate option.
23.	When finished, click the Next button. 
24.	On the Report Outside Aid page, indicate whether or not you have outside aid to report. To report outside aid, click the I need to report outside aid radio button.
25.	A new section will display on the page where you can report your outside aid. Click the + sign to add additional rows, if necessary. When finished, click the Next button. 
26.	On the Scholarship Release page, indicate whether or not you authorize the Institution to release your directory information to scholarship donors.
27.	Click the Next Step button. 
28.	This page indicates you have completed the Accept/Decline Award process. Click the Submit button. 
29.	On this page, click Yes or No to save your submission.
30.	First time borrowers of a Direct Stafford loan may use the links on this page to complete an Entrance Interview and/or Master Promissory Note . The links will open a new browser window. Click the OK button to confirm and return to the Award Package page. Note: If you accepted a Perkins Loan as part of your award package, you will be prompted to complete a Perkins Promissory note. The promissory note must be completed before you will receive any Perkins Loan funds (see topic on Completing a Perkins Promissory Note). 
31.	On the Award Package page, Click the drop-down arrow to navigate back to the Student Center.
32.	Click on Student Center to select it. 
33.	Click the GO! button. 
34.	End of Procedure.