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## **Viewing Award Activity**

### **Concept**

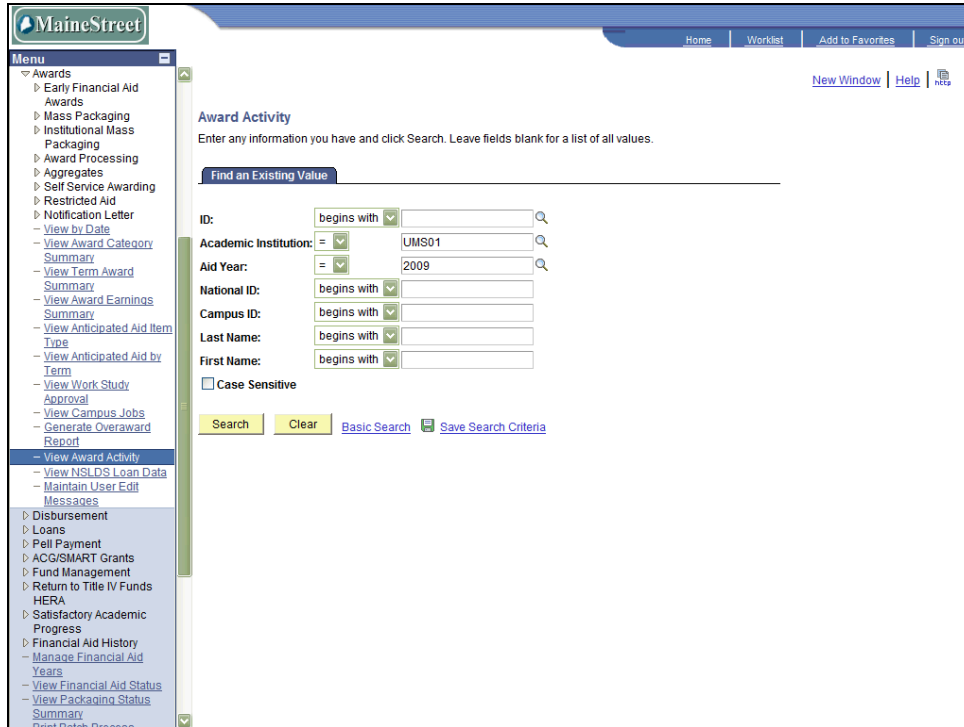
As financial aid is packaged, adjusted and disbursed, all activity associated with those actions is recorded. The View Award Activity component provides a history of actions related to each award for a student.

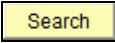
# Process Document

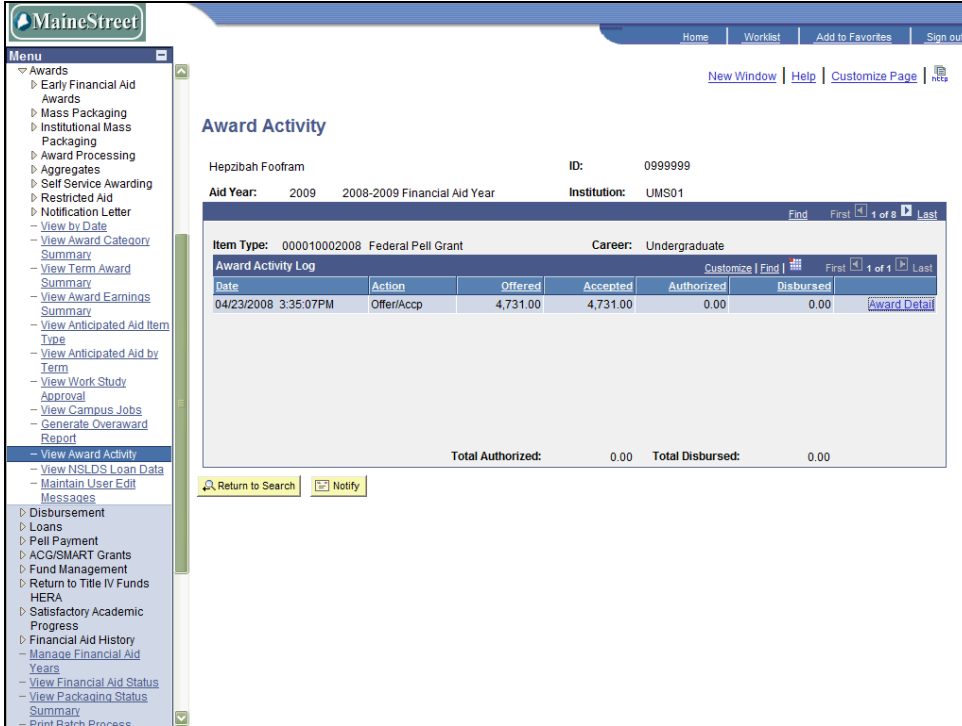
## Financial Aid: Viewing Award Activity-042408

### Procedure

Step	Action
1.	Navigate: <b>Financial Aid &gt; Awards &gt; View Award Activity.</b>



Step	Action
2.	Enter the <b>ID</b> or name of the student to view.
3.	Click <b>Search.</b> 



**Award Activity**

Hepzibah Foofram ID: 0999999  
 Aid Year: 2009 2008-2009 Financial Aid Year Institution: UMS01

Item Type: 000010002008 Federal Pell Grant Career: Undergraduate

Award Activity Log						
Date	Action	Offered	Accepted	Authorized	Disbursed	
04/23/2008 3:35:07PM	Offer/Accp	4,731.00	4,731.00	0.00	0.00	<a href="#">Award Detail</a>
		<b>Total Authorized:</b>		0.00	<b>Total Disbursed:</b>	0.00

Step	Action
4.	<p>In the example shown, this student has 8 award rows. Each award row has rows documenting the activity relative to the award.</p> <p>For example, there is an initial Activity row generated when the award is posted. If later the award is cancelled or adjusted, a row for that activity will be added. When the award is authorized, a row is added, etc.</p> <p>The activity log for a student's award is a complete audit trail of actions on that award.</p>

# Process Document

## Financial Aid: Viewing Award Activity-042408



MaineStreet

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New Window | Help | Customize Page |

**Award Activity**

Hepzibah Footram ID: 0999999

Aid Year: 2009 2008-2009 Financial Aid Year Institution: UMS01

Find First 1 of 8 Last

Item Type: 000010002008 Federal Pell Grant Career: Undergraduate

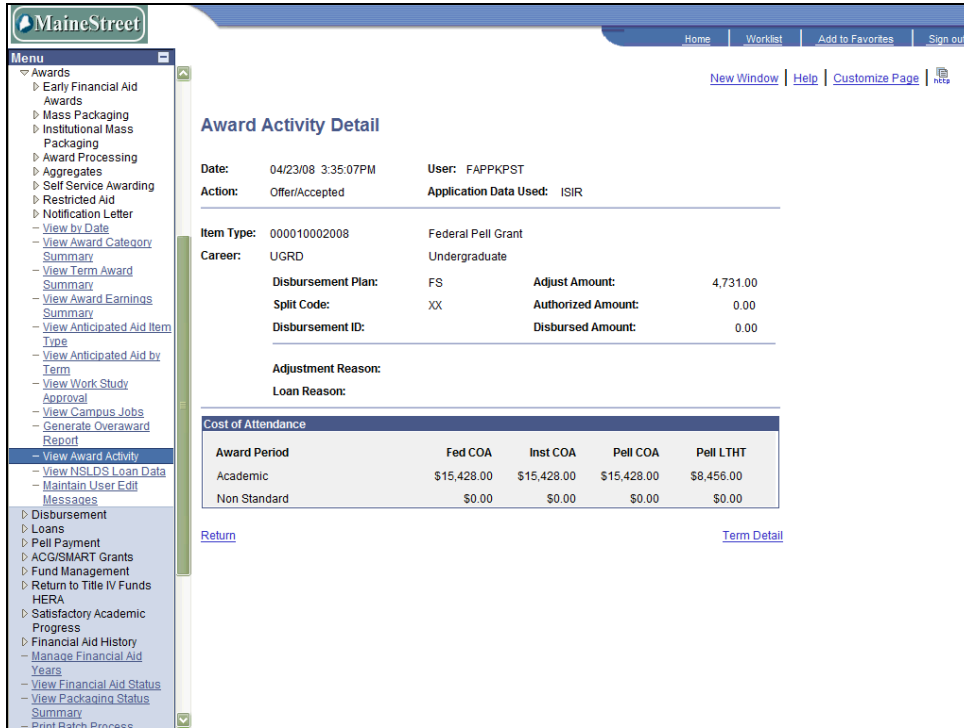
Award Activity Log		Offered	Accepted	Authorized	Disbursed	
Date	Action					
04/23/2008 3:35:07PM	Offer/Accp	4,731.00	4,731.00	0.00	0.00	<a href="#">Award Detail</a>
		Total Authorized:		0.00	Total Disbursed: 0.00	

[Return to Search](#) [Notify](#)

Menu

- ▼ Awards
  - ▶ Early Financial Aid
  - ▶ Awards
  - ▶ Mass Packaging
  - ▶ Institutional Mass Packaging
  - ▶ Award Processing
  - ▶ Aggregates
  - ▶ Self Service Awarding
  - ▶ Restricted Aid
  - ▶ Notification Letter
  - View by Date
  - View Award Category Summary
  - View Term Award Summary
  - View Award Earnings Summary
  - View Anticipated Aid Item Type
  - View Anticipated Aid by Term
  - View Work Study Approval
  - View Campus Jobs
  - Generate Overaward Report
  - View Award Activity
  - View NSLDS Loan Data
  - Maintain User Edit
- Messages
- ▶ Disbursement
- ▶ Loans
- ▶ Pell Payment
- ▶ ACG/SMART Grants
- ▶ Fund Management
- ▶ Return to Title IV Funds
- HERA
- ▶ Satisfactory Academic Progress
- ▶ Financial Aid History
  - Manage Financial Aid Years
  - View Financial Aid Status
  - View Packaging Status Summary
  - Print Batch Process

Step	Action
5.	For more information on an action, click the <b>Award Detail</b> link. <a href="#">Award Detail</a>



The screenshot shows the 'Award Activity Detail' page in the MaineStreet system. The page includes a navigation menu on the left, a header with 'MaineStreet' and user options, and a main content area with the following details:

- Date:** 04/23/08 3:35:07PM
- User:** FAPPKPST
- Action:** Offer/Accepted
- Application Data Used:** ISIR
- Item Type:** 000010002008 Federal Pell Grant
- Career:** UGRD Undergraduate
- Disbursement Plan:** FS
- Adjust Amount:** 4,731.00
- Split Code:** XX
- Authorized Amount:** 0.00
- Disbursement ID:**
- Disbursed Amount:** 0.00
- Adjustment Reason:**
- Loan Reason:**

Below these details is a table titled 'Cost of Attendance':

Award Period	Fed COA	Inst COA	Pell COA	Pell LTHT
Academic	\$15,428.00	\$15,428.00	\$15,428.00	\$8,456.00
Non Standard	\$0.00	\$0.00	\$0.00	\$0.00

At the bottom of the page, there are two links: [Return](#) and [Term Detail](#).

Step	Action
6.	For Term information, click the <b>Term Detail</b> link. <a href="#">Term Detail</a>

# Process Document

## Financial Aid: Viewing Award Activity-042408



MaineStreet

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New Window | Help | Customize Page |

**Menu**

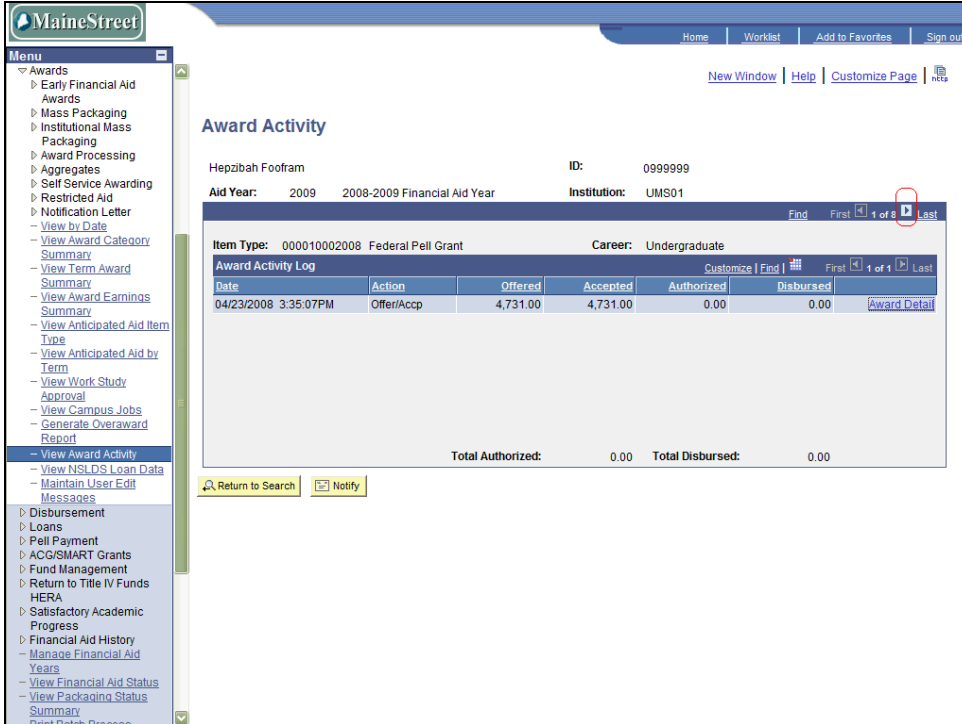
- ▼ Awards
  - ▷ Early Financial Aid
  - ▷ Awards
  - ▷ Mass Packaging
  - ▷ Institutional Mass Packaging
  - ▷ Award Processing
  - ▷ Aggregates
  - ▷ Self Service Awarding
  - ▷ Restricted Aid
  - ▷ Notification Letter
    - View by Date
    - View Award Category Summary
    - View Term Award Summary
    - View Award Earnings Summary
    - View Anticipated Aid Item Type
    - View Anticipated Aid by Term
    - View Work Study Approval
    - View Campus Jobs
    - Generate Overaward Report
  - View Award Activity
  - View NSLDS Loan Data
  - Maintain User Edit
- Messages
- ▷ Disbursement
- ▷ Loans
- ▷ Pell Payment
- ▷ ACG/SMART Grants
- ▷ Fund Management
- ▷ Return to Title IV Funds HERA
- ▷ Satisfactory Academic Progress
- ▷ Financial Aid History
  - Manage Financial Aid Years
  - View Financial Aid Status
  - View Packaging Status Summary
  - Print Batch Process

**FA Term Data**

Find					
		First	1-2 of 2	Last	
<b>Term:</b>	0920	2009 Spr	<b>Academic Year:</b>	2009	<b>FA Load:</b> Full-Time
<b>NSLDS Loan Year:</b>	5th Year+		<b>Residency:</b>	In-State	
<b>Housing:</b>	Off Campus Housing		<b>Total Units:</b>	140.00000	
<b>Fed Term COA:</b>	\$7,714.00	<b>Pell Term COA:</b>	\$7,714.00		
<b>Inst Term COA:</b>	\$7,714.00	<b>Pell LTHT</b>	\$4,228.00		
<hr/>					
<b>Term:</b>	0910	2008 Fall	<b>Academic Year:</b>	2009	<b>FA Load:</b> Full-Time
<b>NSLDS Loan Year:</b>	4th Year		<b>Residency:</b>	In-State	
<b>Housing:</b>	Off Campus Housing		<b>Total Units:</b>	128.00000	
<b>Fed Term COA:</b>	\$7,714.00	<b>Pell Term COA:</b>	\$7,714.00		
<b>Inst Term COA:</b>	\$7,714.00	<b>Pell LTHT</b>	\$4,228.00		

[Return](#)

Step	Action
7.	Click <b>Return</b> to return to the previous page. <a href="#">Return</a>
8.	Click <b>Return</b> to go back to the <b>Award Activity</b> page. <a href="#">Return</a>



**MaineStreet** Home | Worklist | Add to Favorites | Sign out

New Window | Help | Customize Page | ntr

**Award Activity**


Hepzibah Foofram ID: 0999999  
 Aid Year: 2009 2008-2009 Financial Aid Year Institution: UMS01

Find First 1 of 8 Last

Item Type: 000010002008 Federal Pell Grant Career: Undergraduate

Award Activity Log						
Date	Action	Offered	Accepted	Authorized	Disbursed	
04/23/2008 3:35:07PM	Offer/Accp	4,731.00	4,731.00	0.00	0.00	<a href="#">Award Detail</a>
Total Authorized:				0.00	Total Disbursed:	0.00

Return to Search | Notify

Step	Action
9.	To view another award for this student, click the <b>Show Next Row</b> button. 

# Process Document

## Financial Aid: Viewing Award Activity-042408



MaineStreet

Home | Worklist | Add to Favorites | Sign out

New Window | Help | Customize Page |

**Award Activity**

Hepzibah Footram ID: 0999999

Aid Year: 2009 2008-2009 Financial Aid Year Institution: UMS01

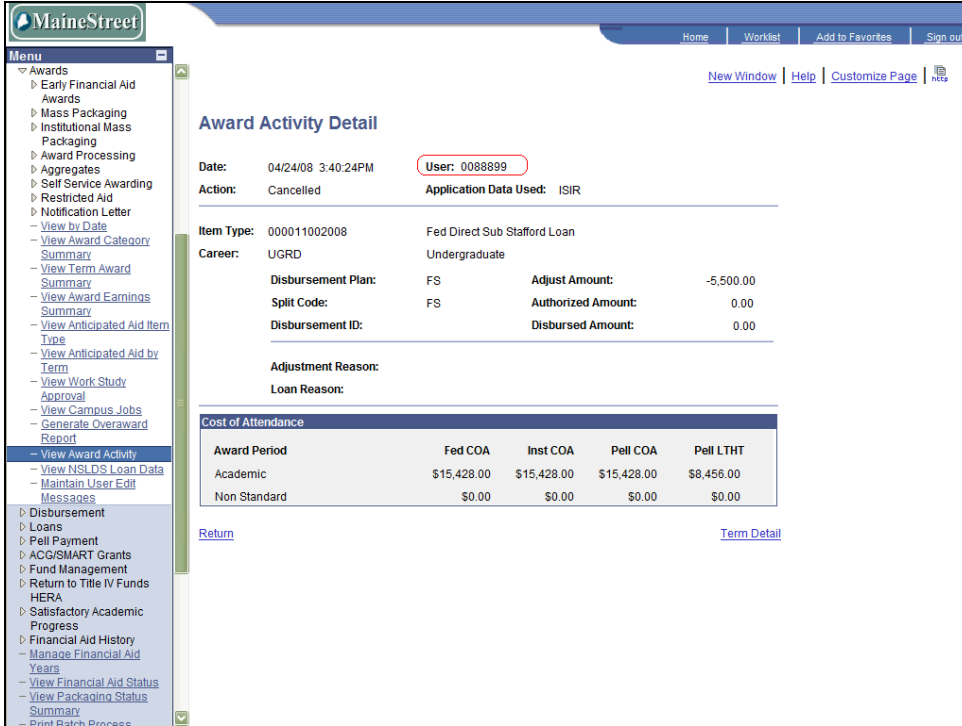
Item Type: 000011002008 Fed Direct Sub Stafford Loan Career: Undergraduate

Date	Action	Offered	Accepted	Authorized	Disbursed	
04/24/2008 3:40:24PM	Cancelled	0.00	0.00	0.00	0.00	<a href="#">Award Detail</a>
04/23/2008 3:35:07PM	Offer/Accp	5,500.00	5,500.00	0.00	0.00	<a href="#">Award Detail</a>

Total Authorized: 0.00 Total Disbursed: 0.00

[Return to Search](#) [Notify](#)

Step	Action
10.	In this example, the award was originally offered and later was cancelled. Click <a href="#">Award Details</a> on the Cancelled row to see more information. <a href="#">Award Detail</a>



**Award Activity Detail**

Date: 04/24/08 3:40:24PM **User: 0088899**

Action: Cancelled Application Data Used: ISIR

Item Type: 000011002008 Fed Direct Sub Stafford Loan

Career: UGRD Undergraduate

Disbursement Plan:	FS	Adjust Amount:	-5,500.00
Split Code:	FS	Authorized Amount:	0.00
Disbursement ID:		Disbursed Amount:	0.00

Adjustment Reason:  
Loan Reason:

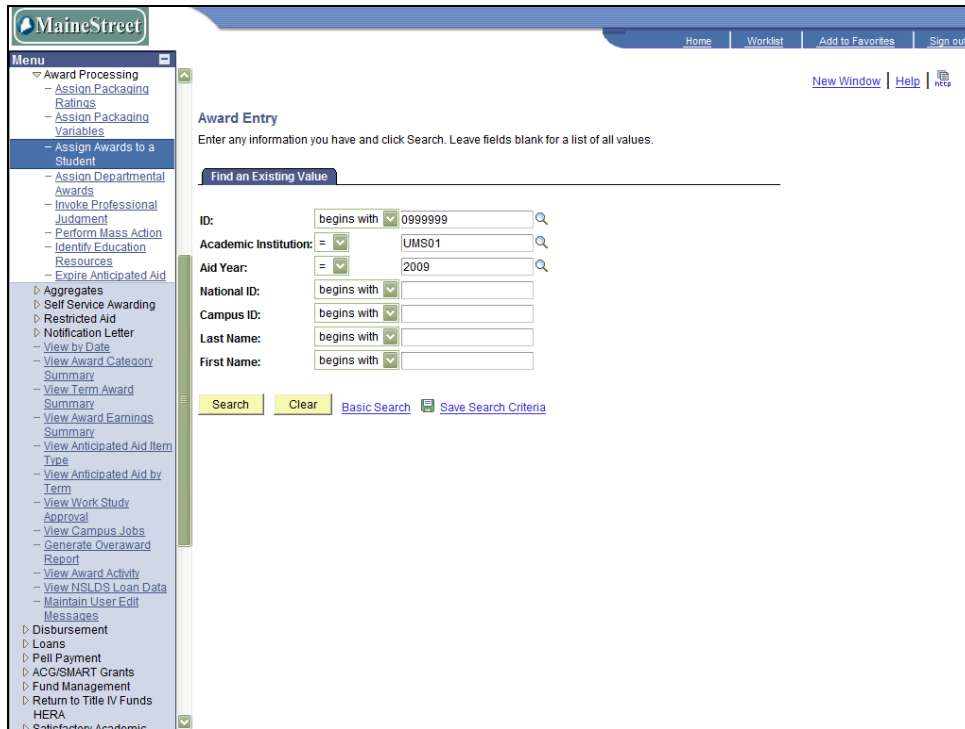
Cost of Attendance				
Award Period	Fed COA	Inst COA	Pell COA	Pell LTH
Academic	\$15,428.00	\$15,428.00	\$15,428.00	\$8,456.00
Non Standard	\$0.00	\$0.00	\$0.00	\$0.00

[Return](#) [Term Detail](#)

Step	Action
11.	The <b>User</b> field records the emplid of the person who cancelled the award.
12.	<p>The <b>Award Activity</b> page gives a complete history of activity for each award.</p> <p>To see the current state of a student's awards, without the history, go to the <b>Assign Awards to a Student</b> page.</p> <p>Navigate: <b>Financial Aid &gt; Awards &gt; Award Processing &gt; Assign Awards to a Student.</b></p>

# Process Document

## Financial Aid: Viewing Award Activity-042408



**MaineStreet** Home | Worklist | Add to Favorites | Sign out

**Menu**

- Award Processing
  - Assign Packaging Ratings
  - Assign Packaging Variables
  - Assign Awards to a Student
  - Assign Departmental Awards
  - Invoke Professional Judgment
  - Perform Mass Action
  - Identify Education Resources
  - Expire Anticipated Aid
- Aggregates
- Self Service Awarding
- Restricted Aid
- Notification Letter
  - View by Date
  - View Award Category Summary
  - View Term Award Summary
  - View Award Earnings Summary
  - View Anticipated Aid Item Type
  - View Anticipated Aid by Term
  - View Work Study Approval
  - View Campus Jobs
  - Generate Overaward Report
  - View Award Activity
  - View NSLDS Loan Data
  - Maintain User Edit
- Messages
- Disbursement
- Loans
- Pell Payment
- ACG/SMART Grants
- Fund Management
- Return to Title IV Funds
- HERA
- Satisfactory Academic

**Award Entry**

Enter any information you have and click Search. Leave fields blank for a list of all values.

**Find an Existing Value**

**ID:** begins with 0999999

**Academic Institution:** UMS01

**Aid Year:** 2009

**National ID:** begins with

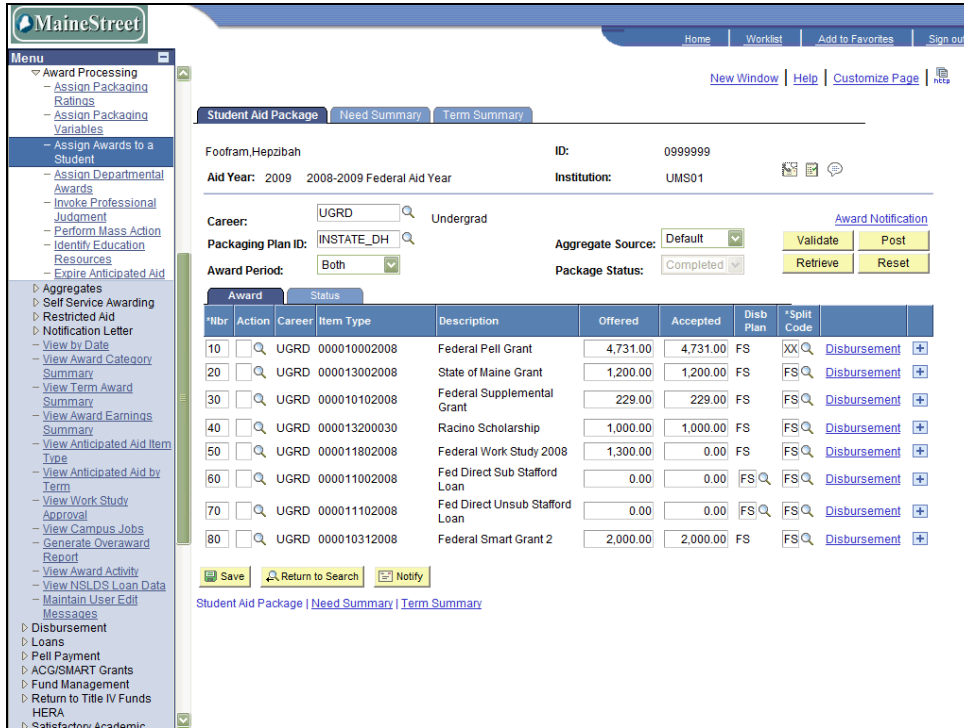
**Campus ID:** begins with

**Last Name:** begins with

**First Name:** begins with

**Search** **Clear** [Basic Search](#) [Save Search Criteria](#)

Step	Action
13.	Enter search criteria to identify the student. Click <b>Search</b> .



The screenshot shows the 'MaineStreet' interface for viewing a student's award activity. The student's name is Footram, Hepzibah, with ID 0999999 and institution UMS01. The aid year is 2009 (2008-2009 Federal Aid Year). The career is UGRD (Undergrad) and the packaging plan ID is INSTATE\_DH. The award period is set to 'Both'. The package status is 'Completed'. A table lists the awards with columns for Nbr, Action, Career, Item Type, Description, Offered, Accepted, Disb Plan, and Split Code. Each row includes a 'Disbursement' link and a '+' icon for expansion.

Nbr	Action	Career	Item Type	Description	Offered	Accepted	Disb Plan	Split Code
10	<input type="checkbox"/>	UGRD	000010002008	Federal Pell Grant	4,731.00	4,731.00	FS	XX
20	<input type="checkbox"/>	UGRD	000013002008	State of Maine Grant	1,200.00	1,200.00	FS	FS
30	<input type="checkbox"/>	UGRD	000010102008	Federal Supplemental Grant	229.00	229.00	FS	FS
40	<input type="checkbox"/>	UGRD	000013200030	Racino Scholarship	1,000.00	1,000.00	FS	FS
50	<input type="checkbox"/>	UGRD	000011802008	Federal Work Study 2008	1,300.00	0.00	FS	FS
60	<input type="checkbox"/>	UGRD	000011002008	Fed Direct Sub Stafford Loan	0.00	0.00	FS	FS
70	<input type="checkbox"/>	UGRD	000011102008	Fed Direct Unsub Stafford Loan	0.00	0.00	FS	FS
80	<input type="checkbox"/>	UGRD	000010312008	Federal Smart Grant 2	2,000.00	2,000.00	FS	FS

Step	Action
14.	The Student Aid Package page displays the current state of the student's awards. For more information, click the <b>Status</b> tab. <a href="#">Status</a>
15.	<b>End of Procedure.</b>