
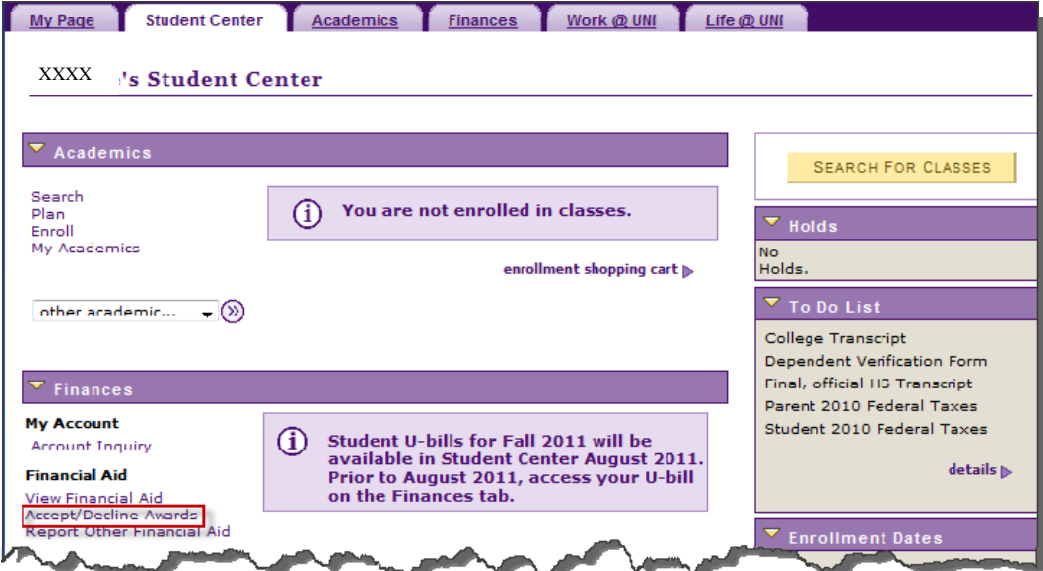





Accept/Decline Awards

Purpose: The following instructions describe how to accept or decline financial aid awards.

Step	Action
1.	<p>Log onto <i>My Universe</i>. Click the Go to my Student Center link on the <i>My Page</i> tab.</p>  <p>Note: The thumbnail image is also a link to Student Center.</p>
2.	<p>In the <i>Finances</i> section, click the Accept/Decline Awards link.</p> 

Step	Action						
3.	<p data-bbox="354 306 1308 342">On the Select Aid Year to View page, click the aid year you wish to view.</p> <div data-bbox="370 359 1409 390"> XXXXXXXXXX <input type="text"/> go to ... <input type="button" value="»"/> </div> <p data-bbox="362 420 578 451">Financial Aid</p> <hr/> <p data-bbox="362 478 737 510">Select Aid Year to View</p> <p data-bbox="362 543 837 575">Click the aid year you wish to view</p> <table border="1" data-bbox="362 579 1421 646"> <thead> <tr> <th data-bbox="362 579 483 611">Aid Year</th> <th data-bbox="483 579 906 611">Institution</th> <th data-bbox="906 579 1421 611">Aid Year Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="362 611 483 646">2012</td> <td data-bbox="483 611 906 646">University of Northern Iowa</td> <td data-bbox="906 611 1421 646">2011-2012 Financial Aid Year</td> </tr> </tbody> </table> <p data-bbox="370 749 1195 800">Aid years listed indicate your access to eligibility information regarding your Financial Aid Application.</p> <hr/> <div data-bbox="370 873 659 905"> <input type="text" value="go to ..."/> <input type="button" value="»"/> </div> <p data-bbox="354 963 971 999">Result: The Award Package page is displayed.</p>	Aid Year	Institution	Aid Year Description	2012	University of Northern Iowa	2011-2012 Financial Aid Year
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<p>4.</p>	<p>On the Award Package page, select the <i>Accept</i> or <i>Decline</i> checkbox for each award and click the SUBMIT button. <i>Note:</i> Once you accept the award, you may edit the amount you are accepting.</p> <p>XXXXXXXXX <input type="text"/> go to ... </p> <p>Financial Aid</p> <hr/> <p>Award Package</p> <p>2011-2012 Financial Aid Year</p> <p>You are eligible to receive the awards listed below. Please review each award and corresponding message. You may Accept and/or Decline any or all of the awards that are currently available.</p> <p>Last Updated: 04/11/2011 9:34:34AM Status: New Package</p> <table border="1" data-bbox="370 810 1312 1213"> <thead> <tr> <th>Award</th> <th>Category</th> <th>Career</th> <th>Offered</th> <th>Accepted</th> <th>Accept</th> <th>Decline</th> </tr> </thead> <tbody> <tr> <td>Direct Subsidized Loan</td> <td>Loan</td> <td>Undergraduate</td> <td>3,500.00</td> <td>0.00</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Direct Unsubsidized Loan</td> <td>Loan</td> <td>Undergraduate</td> <td>2,000.00</td> <td>0.00</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Direct PLUS Loan</td> <td>Loan</td> <td>Undergraduate</td> <td>5,578.00</td> <td>0.00</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Federal Work Study</td> <td>Work/Study</td> <td>Undergraduate</td> <td>2,000.00</td> <td>0.00</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Supplemental Edu Opport Grant</td> <td>Grant</td> <td>Undergraduate</td> <td>1,000.00</td> <td>1,000.00</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Federal Pell Grant</td> <td>Grant</td> <td>Undergraduate</td> <td>4,800.00</td> <td>4,800.00</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>18,878.00</td> <td>5,800.00</td> <td></td> <td></td> </tr> </tbody> </table> <p>Currency used is US Dollar. <input type="button" value="accept all"/> <input type="button" value="decline all"/> <input type="button" value="clear all"/> <input type="button" value="update totals"/> <input type="button" value="SUBMIT"/></p>	Award	Category	Career	Offered	Accepted	Accept	Decline	Direct Subsidized Loan	Loan	Undergraduate	3,500.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>	Direct Unsubsidized Loan	Loan	Undergraduate	2,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>	Direct PLUS Loan	Loan	Undergraduate	5,578.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>	Federal Work Study	Work/Study	Undergraduate	2,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>	Supplemental Edu Opport Grant	Grant	Undergraduate	1,000.00	1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Federal Pell Grant	Grant	Undergraduate	4,800.00	4,800.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Total			18,878.00	5,800.00		
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<p>5.</p>	<p>Once you click the SUBMIT button, a confirmation prompt displays:</p> <p>Accept/Decline</p> <hr/> <div style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p> Click Yes to continue with the submit. Any changes made will be saved. Click No to cancel the submit.</p> </div> <p><input type="button" value="YES"/> <input type="button" value="NO"/></p>																																																								
<p>6.</p>	<p>Click Yes to submit or No to go back to the Award Package page. A confirmation displays.</p> <p>Accept/Decline</p> <hr/> <div style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>Submit Confirmation</p> <p> The Submit was successful.</p> </div>																																																								