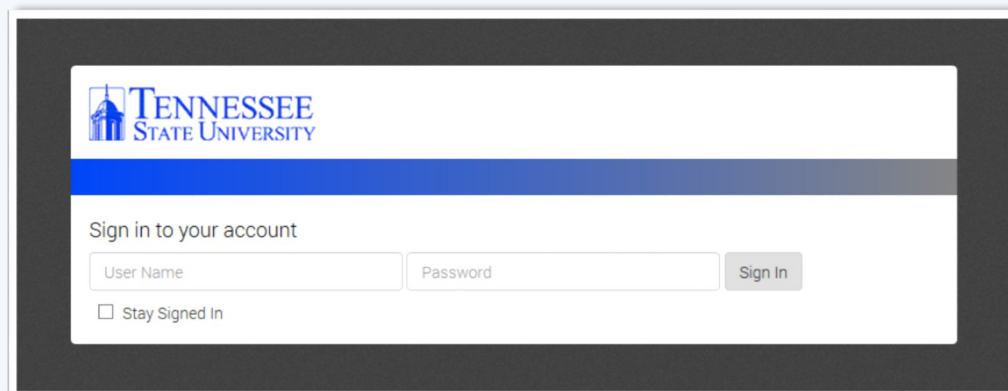


How to Accept Financial Aid

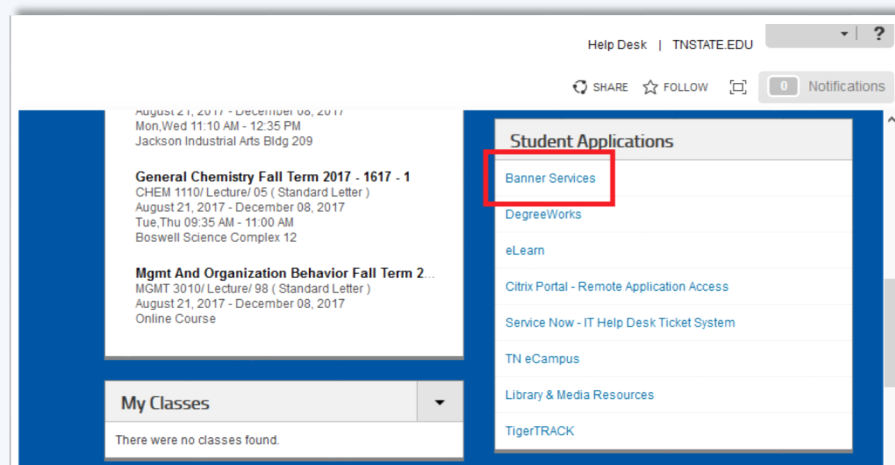
1. Login to myTSU

By now, you should have your login credentials from www.tnstate.edu/tnumber. Once you have your username and password, navigate to www.tnstate.edu/mytsu or mytsu.tnstate.edu to log in to your student portal.

*Should you need login assistance, contact the Help Desk at 615-963-7777

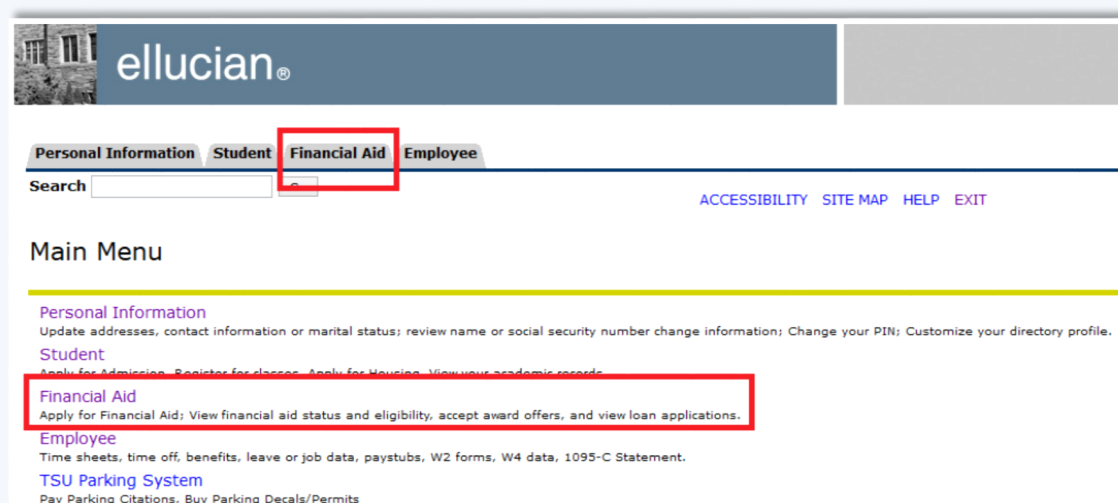


2. Click on Banner Services

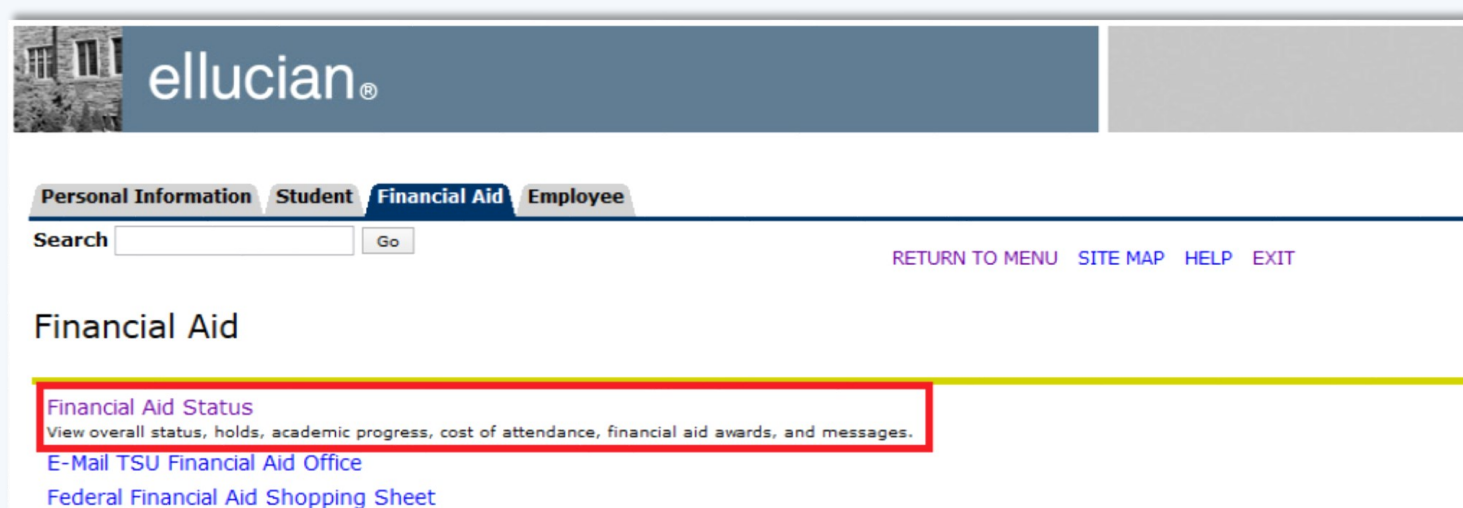


3. Click on Financial Aid

You can click on the tab or the link

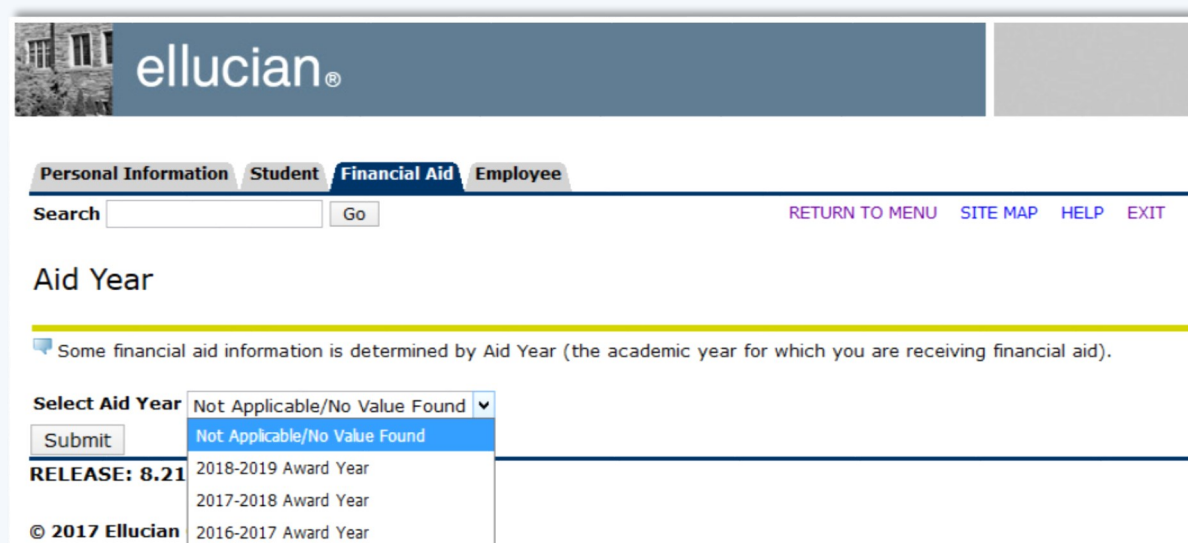


4. Click on Financial Aid Status



5. Select your aid year and click Submit

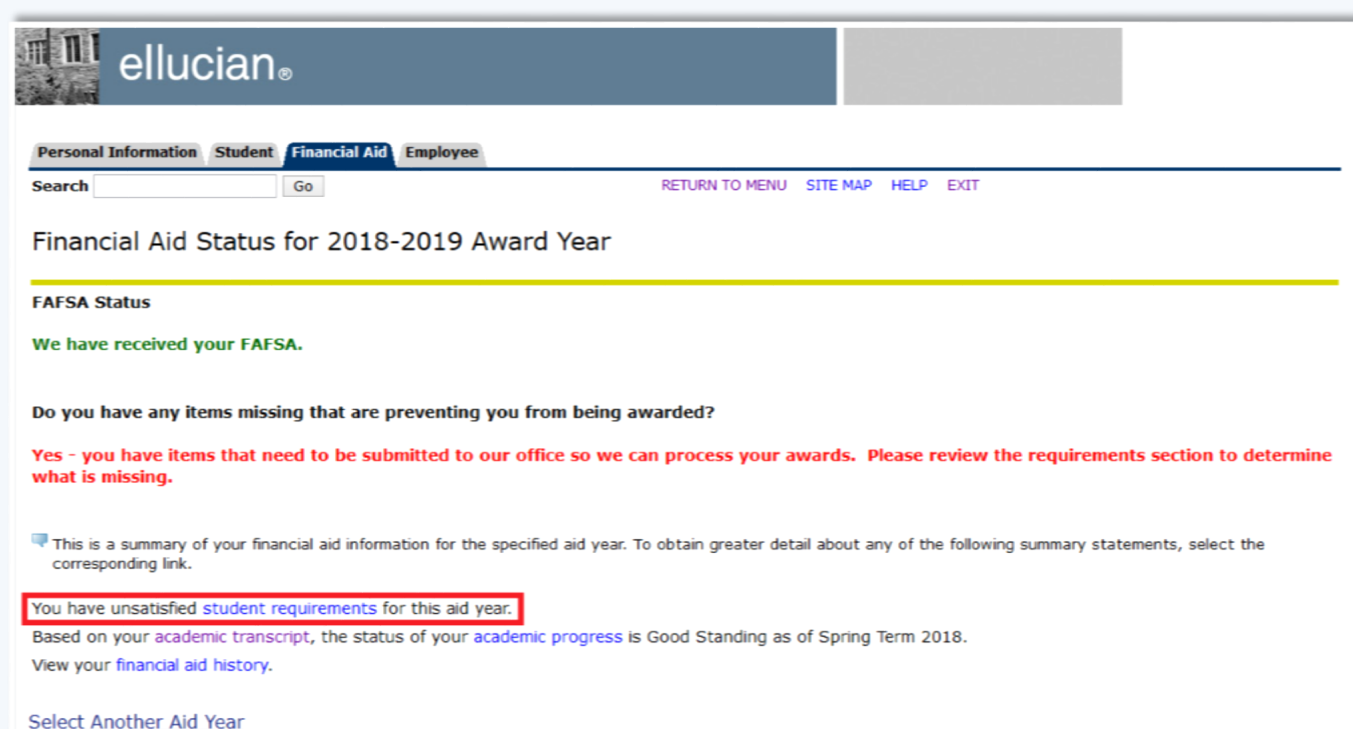
If you are unsure of which aid year to select, be sure to contact the Financial Aid at 615-963-5701 for clarification



The screenshot shows the ellucian portal with the 'Financial Aid' tab selected. Under 'Aid Year', a dropdown menu is open showing options: 'Not Applicable/No Value Found', '2018-2019 Award Year', '2017-2018 Award Year', and '2016-2017 Award Year'. The '2018-2019 Award Year' is highlighted. A 'Submit' button is visible.

→ If your financial aid status says unsatisfied requirements...

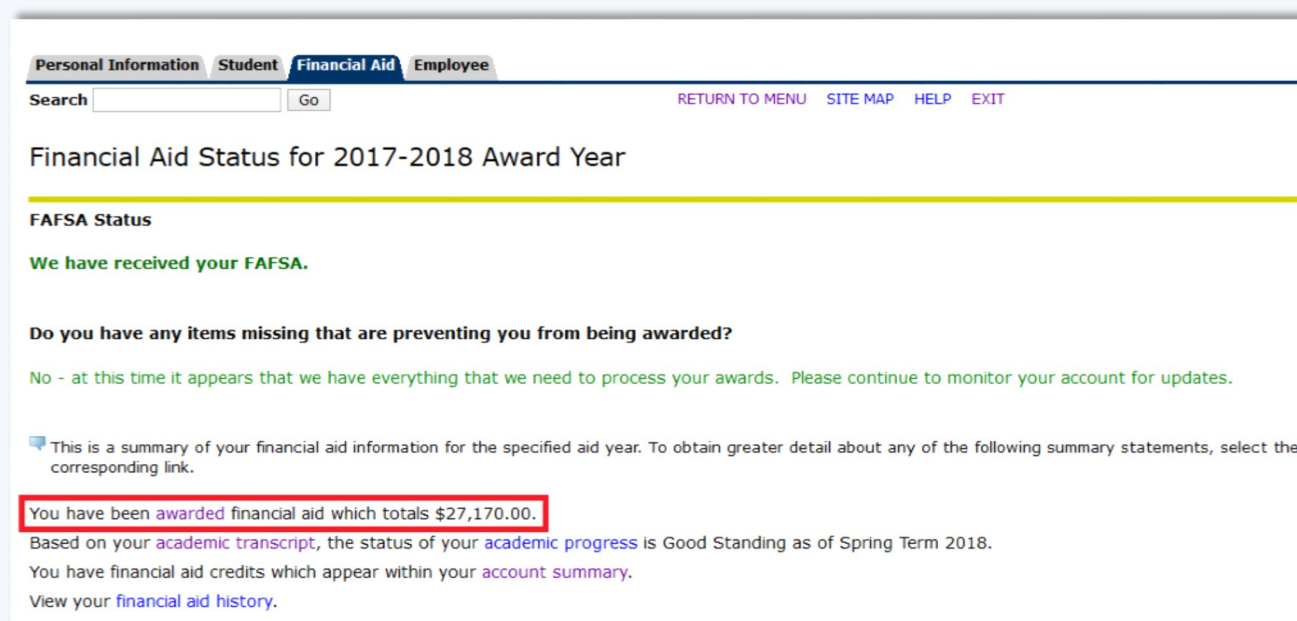
This means that the Financial Aid office needs additional information and/or documents before they will be able to process an award. Click on Student Requirements to fulfill those requirements and be awarded



The screenshot shows the 'Financial Aid Status for 2018-2019 Award Year' page. It indicates 'We have received your FAFSA.' and asks if there are missing items. A red box highlights the message: 'You have unsatisfied student requirements for this aid year.' Below this, it states 'Based on your academic transcript, the status of your academic progress is Good Standing as of Spring Term 2018.' and provides a link to 'View your financial aid history.'

→ If your financial aid status that you have been awarded...

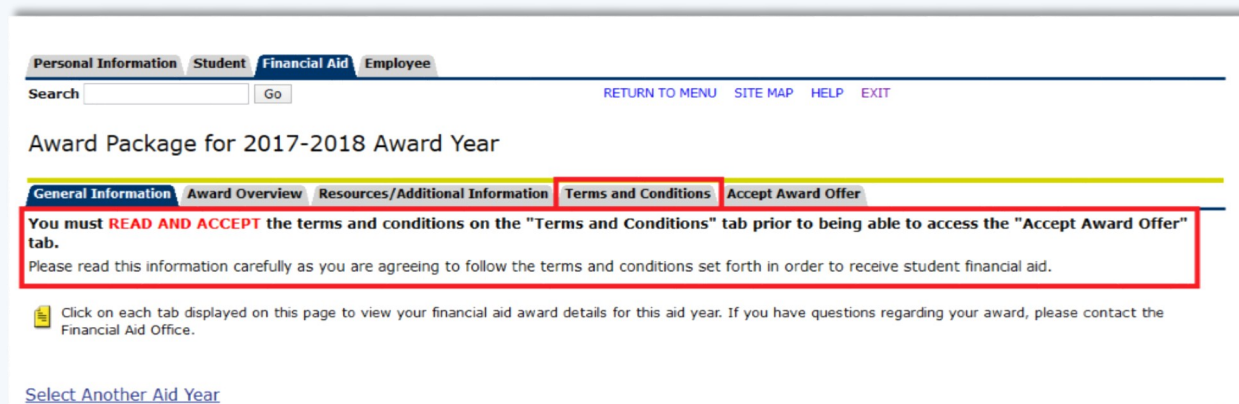
This means that the Financial Aid office has awarded you aid for the selected year. Click on Awarded to accept your financial aid; proceed to the next step



The screenshot shows the 'Financial Aid Status for 2017-2018 Award Year' page. It indicates 'We have received your FAFSA.' and asks if there are missing items. A red box highlights the message: 'You have been awarded financial aid which totals \$27,170.00.' Below this, it states 'Based on your academic transcript, the status of your academic progress is Good Standing as of Spring Term 2018.' and provides a link to 'View your financial aid history.'

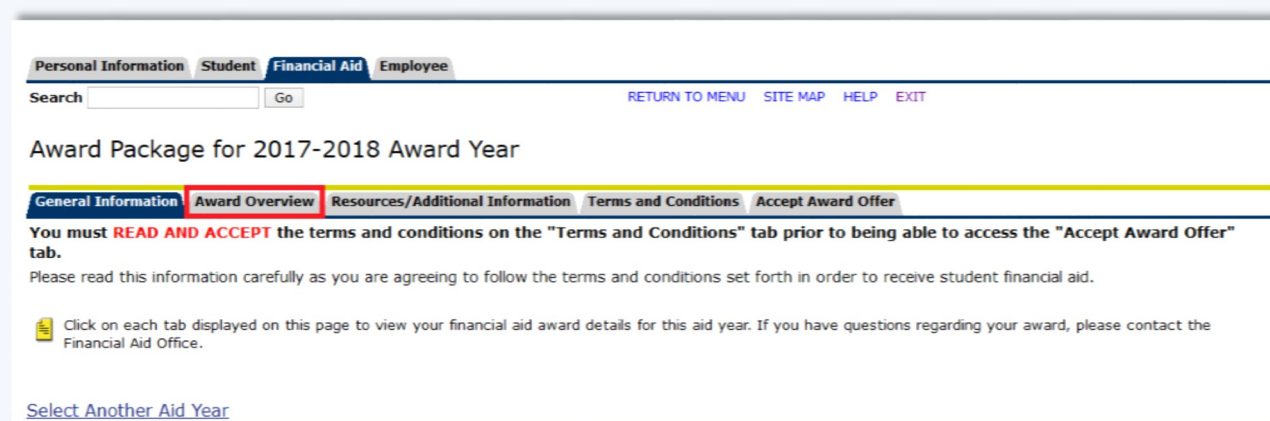
How to Accept Financial Aid

6. Follow the prompts that ask you to Accept the Terms and Conditions FIRST

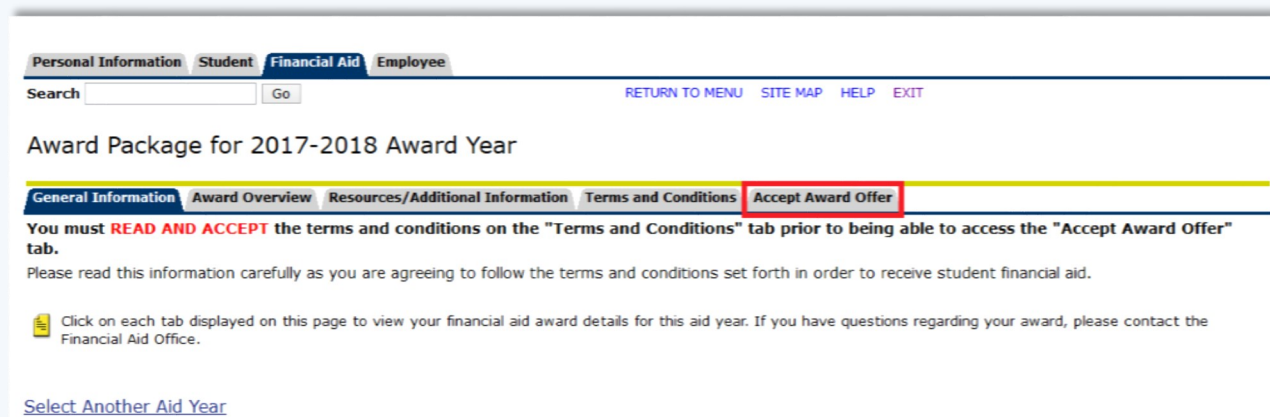


7. Look over your Award Overview

This gives you a clear idea of the aid you will be receiving (loans, grants, scholarships, etc.) and can help you in deciding what to accept or decline



8. Accept your Award Offer



9. You're finished UNLESS you've accepted loans...

Be sure to log on to studentloans.gov and complete the Entrance Counseling and Master Promissory Note (use your FSA ID to login or create one)

