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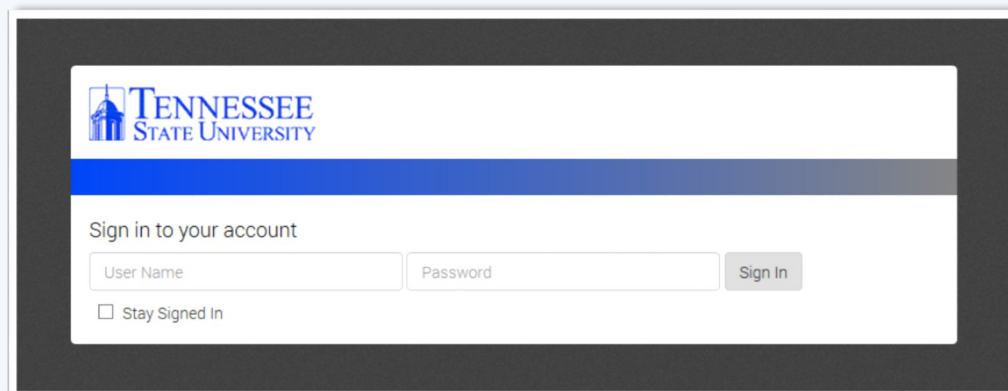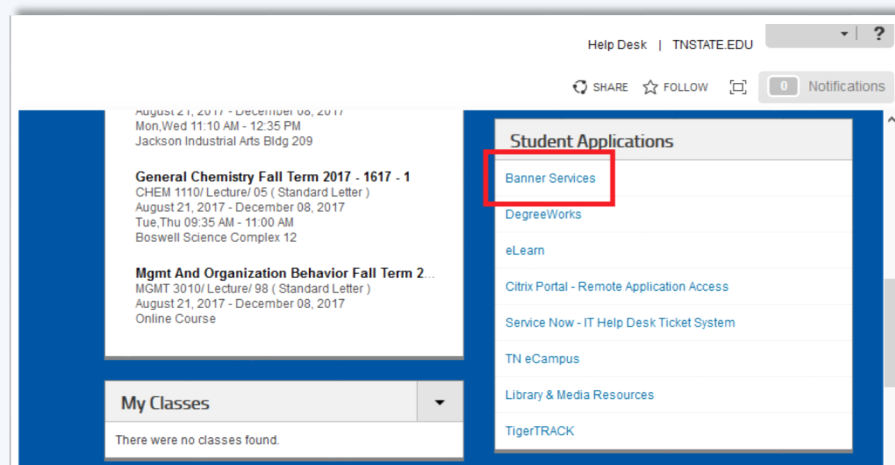
By now, you should have your login credentials from **www.tnstate.edu/tnumber**. Once you have your username and password, navigate to **www.tnstate.edu/mytsu** or **mytsu.tnstate.edu** to log in to your student portal.

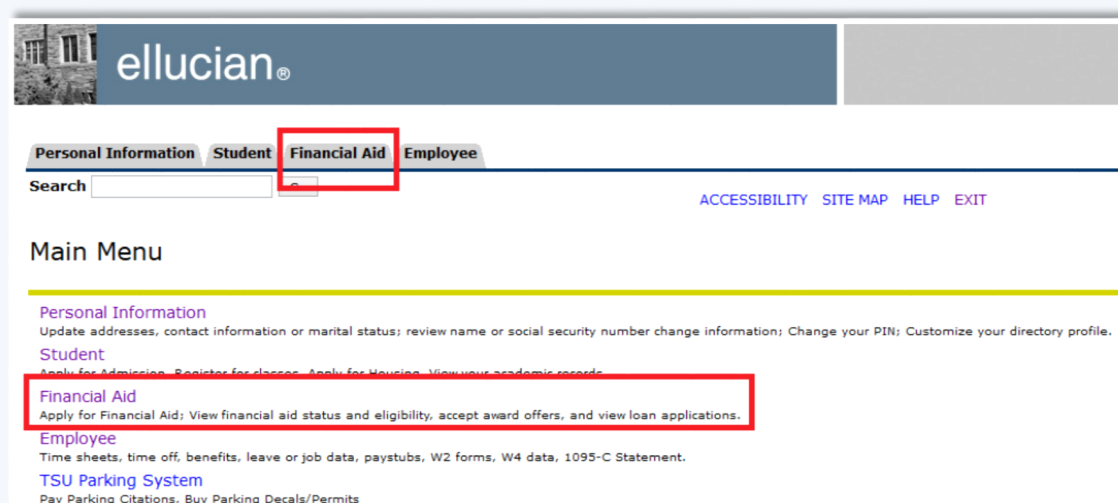*Should you need login assistance, contact the Help Desk at 615-963-7777
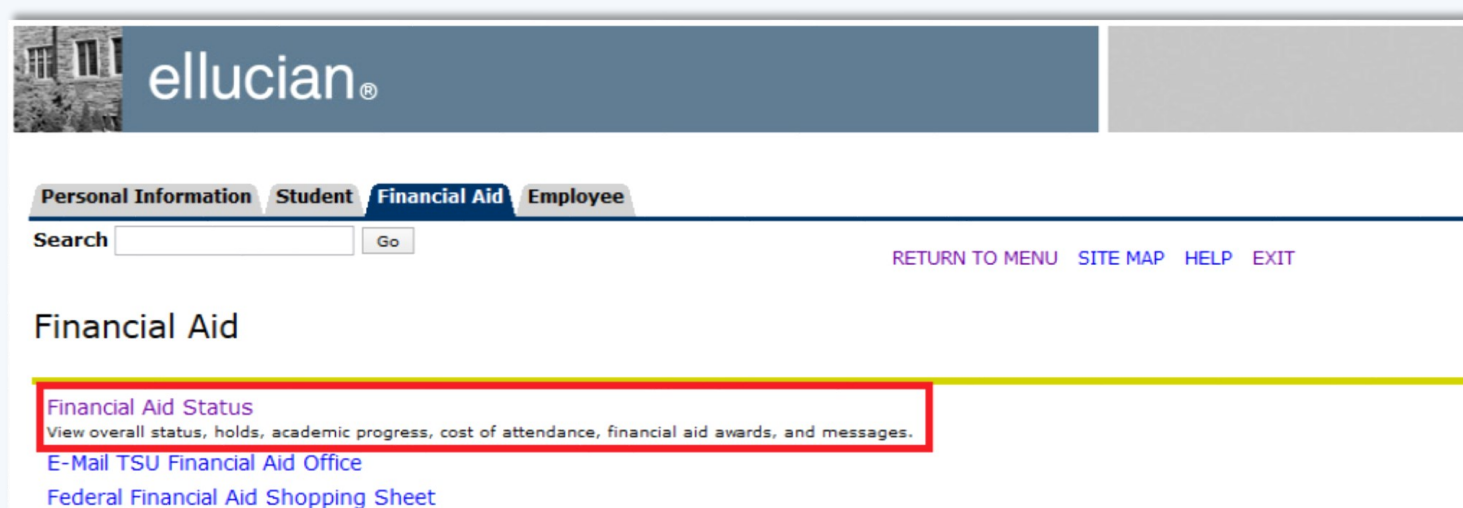

2. Click on Banner Services

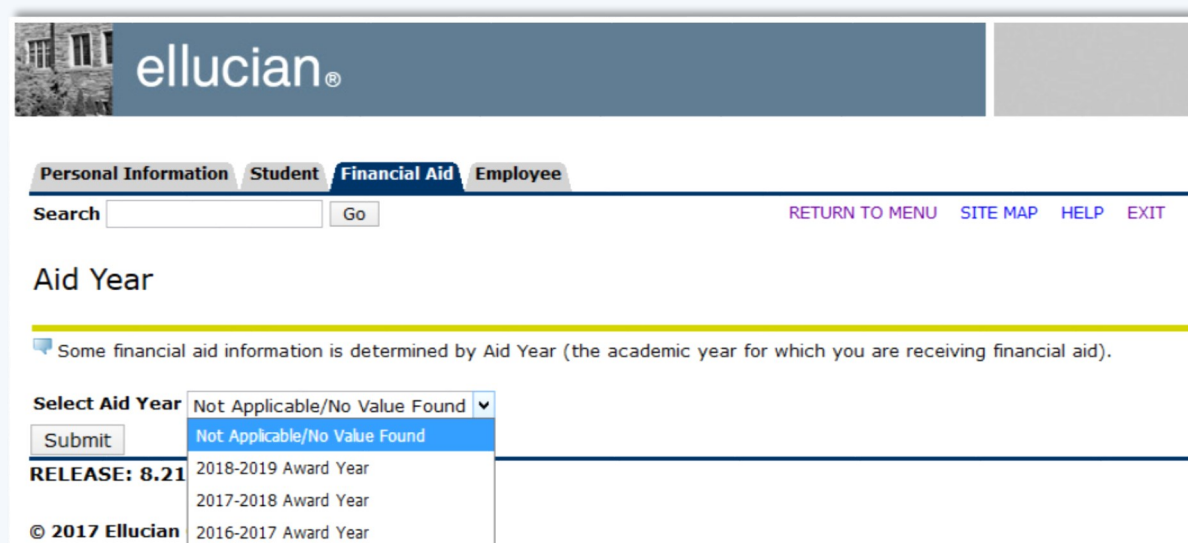## 3. Click on Financial Aid

You can click on the tab or the link

4. Click on Financial Aid Status
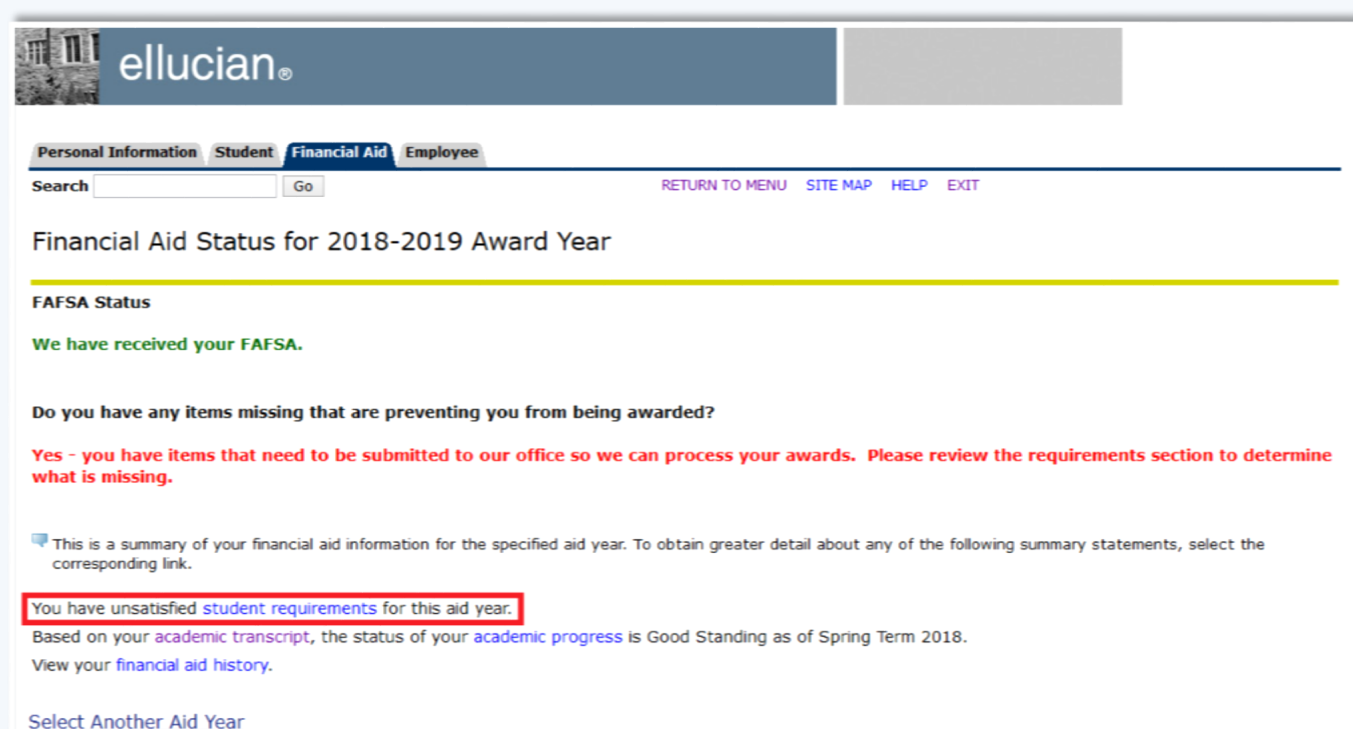

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5. Select your aid year and click Submit

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

→ If your financial aid status says unsatisfied requirements...
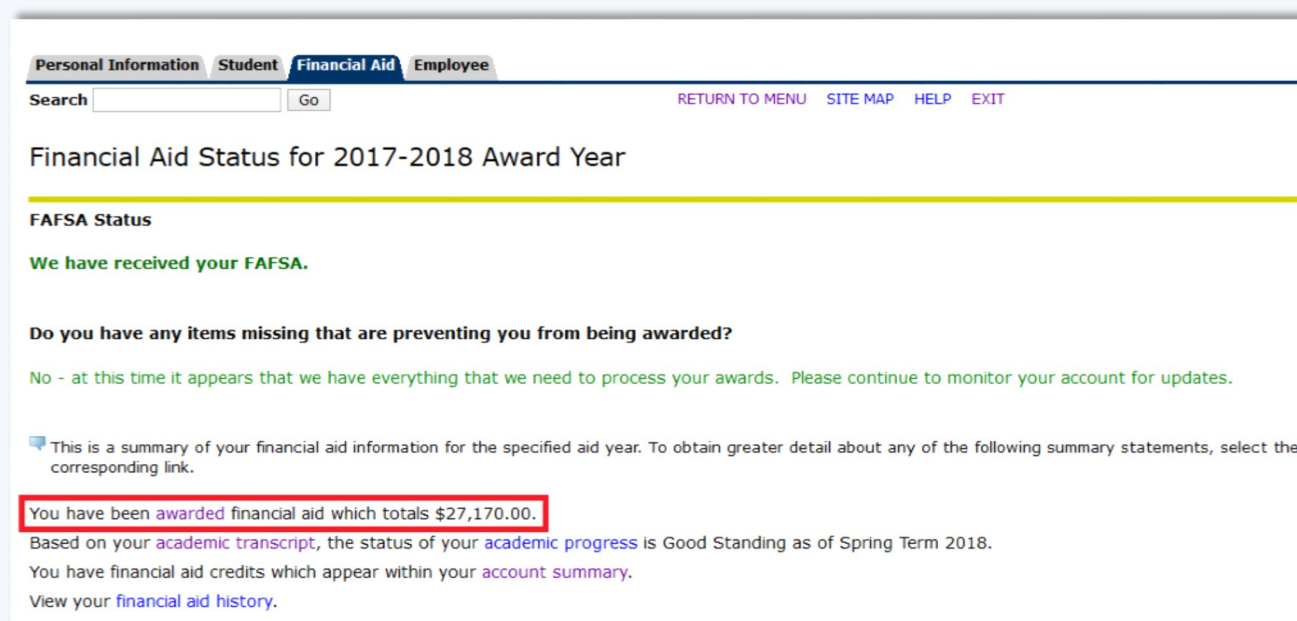
This means that the Financial Aid office needs additional information and/or documents before they will be able to process an award. Click on <u>Student Requirements</u> to fulfill those requirements and be awarded

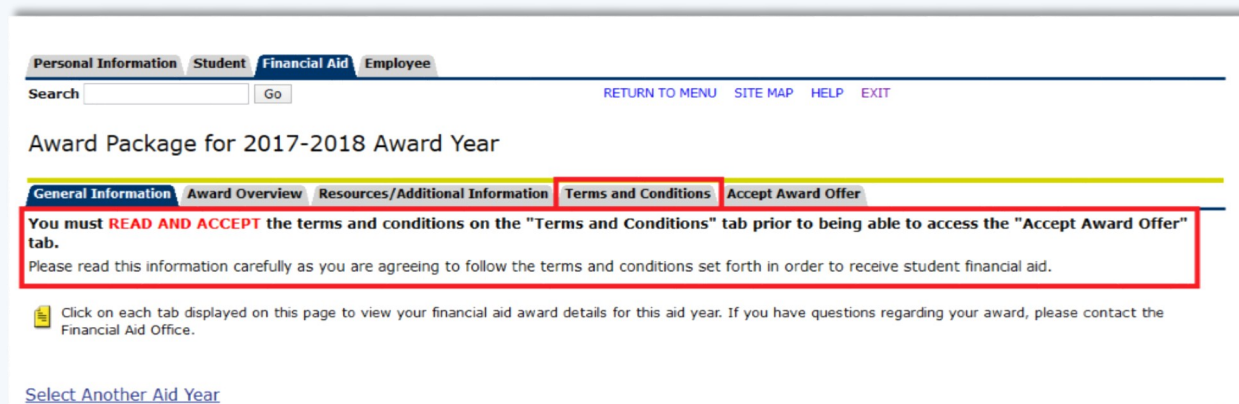## → If your financial aid status that you have been awarded...

This means that the Financial Aid office has awarded you aid for the selected year. Click on <u>Awarded</u> to accept your financial aid; procced to the next step
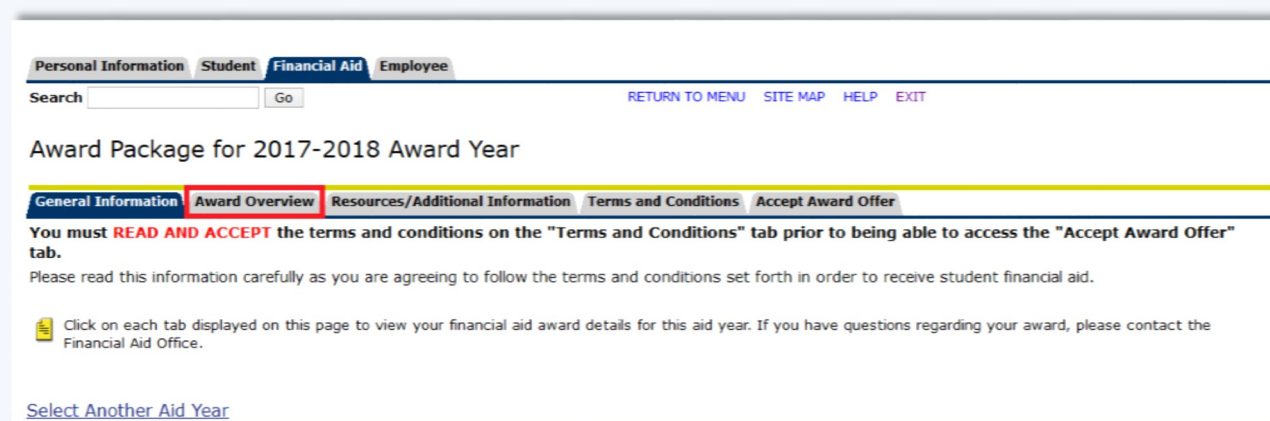
6. Follow the prompts that ask you to Accept the Terms and Conditions FIRST
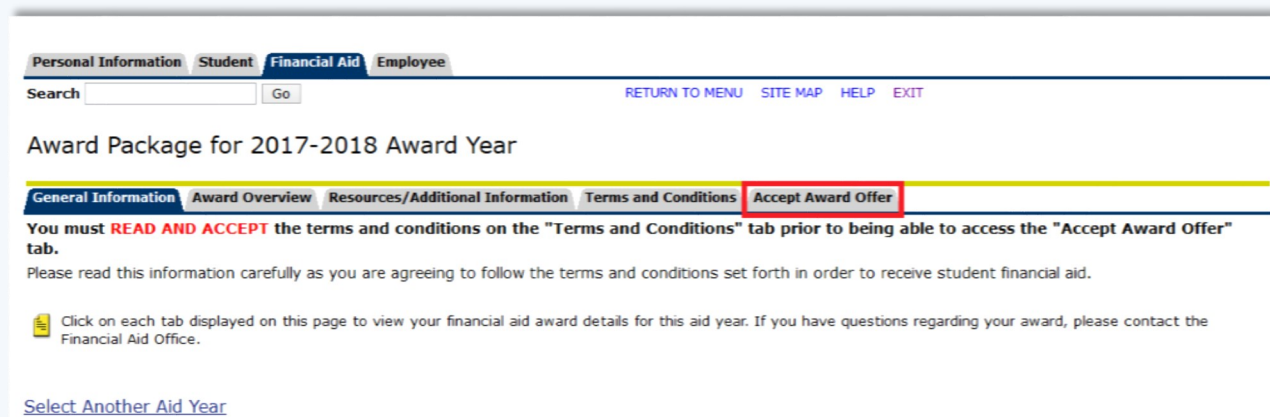

7. Look over your Award Overview

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)