# FINANCIAL AID – WEBSTAR INSTRUCTIONS

### STEPS:

I. Log onto WebSTAR



# II. Enter your USER NAME and ID

(first time students, use your SSN and date of birth to access WebSTAR)

User ID:			
PIN:	Login	Forgot PIN?	1

# III. Next screen – please select Financial Aid Menu



# applications; Check status of document requirements.

# IV. Next screen – please select Award Year

Select Aid Year Aw ard Year 2010-2011

## V. Next screen – select my Overall Status of Financial Aid

#### My Overall Status of Financial Aid

View overall status, holds, academic progress, cost of attendance, financial aid awards, and messages.

#### My Eligibility

Review Financial Aid Holds (which may prevent payment of awards) and document requirements; Display academic progress history.

### My Award Information

View account summary; Review awards; Display award payment schedule

# VI. Next screen – select either MESSAGES or AWARDED

Your estimated cost of attendance.

You have been awarded financial aid....

Based on your <u>academic transcript</u>, the status of your <u>academic progress</u> is Eligible as of Spring 2009.

You have active messages.

You have financial aid credits which appear within your <u>account summary</u>.

View your financial aid history.

- VII. If you have questions and stop by the office to request information you will be asked to print the information on your MESSSAGES screen.
- VIII. If you have questions regarding your award and need to print your award letter. You must select AWARDED. Then AWARD OVERVIEW.

General Information Award Overview

Click on each tab displayed on this page to view your financial aid award details for this aid year. If you have questions regarding your award, please contact the Financial Aid Office

 Award Package By Aid Year Award Year 2010-2011

 General Information
 Award Overview

Print Aw ard Letter

<u>S</u>ubmit