For a student to access the authorization of Title IV funds. Login to PAWS

| ****   |  |
|--|--|
|  |  |
|  |  |
| Menu   |  |
| Search:  |  |
| >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>                 |  |
| <ul> <li>My Favorites</li> <li>Self Service</li> </ul> |  |
|  |  |
|  |  |

## Then click on Self-service



## Then Click on Campus Finances, Then Accept/Decline Awards

| Menu 🗖  |   |
|---|---|
| Search:   | Main Menu > Self Service >  |
|   | Campus Finances   |
| My Favorites  | View your account, make an electronic payment, view and accept your financial aid awards. |
| Self Service     Service     Self Service     Service     Self Service     Self Service     Serv |   |
| Class Search / Browse   | Accept/Decline Awards<br>Accept or decline your financial aid awards.                     |
| Catalog   | ······································  |
| Academic Planning Enrollment  | awards, including scheduled disbursements.  |
| <ul> <li>Campus Finances</li> </ul>   |   |
| - Accept/Decline Awards   |   |
| - View Financial Aid  |   |
| - <u>View 1098-T</u>  | Main Content  |
| Campus Personal   |   |
| Information   |   |
| Academic Records  |   |
| Degree  |   |
| Progress/Graduation<br>> Transfer Credit  |   |
| - Student Center  |   |
|   |   |

Click on the Aid Year to authorize the use of Financial Aid. This must be completed on an annual basis.

| Click the aid year you wish to view |  |  |  |  |  |
|-------------------------------------|--|--|--|--|--|
| cription                            |  |  |  |  |  |
| aid awards available.               |  |  |  |  |  |
| Year 2010-2011                      |  |  |  |  |  |
| Year 2009-2010                      |  |  |  |  |  |
| not available.                      |  |  |  |  |  |
| e access for this aid year.         |  |  |  |  |  |
|                                     |  |  |  |  |  |

Underneath the Authorization to Pay Charges, click on Title IV Funds Authorization.

| <ul> <li>▷ My Favorites</li> <li>▽ Self Service</li> <li>▷ Class Search / Browse<br/>Catalog</li> <li>▷ Academic Planning</li> <li>▷ Enrollment</li> </ul> | Financial Aid Ye<br>Your acknowledger<br>awards for correctr<br>adjustments. Other<br>Last Updated: 07/ | ment and/or<br>ness. Remer | changes were succ<br>nber to 'Submit' yo<br>back periodically fo | ur changes if | you make fu | irther  |                      |
|--|---|----------------------------|--|---------------|-------------|---------|----------------------|
|  | Award   | Category                   | Career   | Offered       | Accepted    | Accept  | Decline              |
| <ul> <li>Accept/Decline Awards</li> <li>View Financial Aid</li> </ul>  | <u>Direct</u><br>Subsidized Loan  | Loan                       | Undergraduate  | 4,309.00      | 4,309.00    | V       |                      |
| <ul> <li><u>View 1098-T</u></li> <li>▷ Campus Personal<br/>Information</li> </ul>  | <u>Direct</u><br><u>Unsubsidized</u><br>Loan  | Loan                       | Undergraduate  | 2,000.00      | 2,000.00    | 1       |                      |
| <ul> <li>Academic Records</li> <li>Degree</li> <li>Progress/Graduation</li> </ul>  | <u>Direct</u><br><u>Unsubsidized</u><br><u>Loan 2</u>   | Loan                       | Undergraduate  | 1,191.00      | 1,191.00    | V       |                      |
| D Transfer Credit  | Tuition Waiver  | Waiver                     | Undergraduate  | 5,150.00      | 5,150.00    | •       |                      |
| - Student Center   | Total   |                            |  | 12,650.00     | 12,650.00   |         |                      |
|  | Currency used is US   | Dollar.                    | accept a   | decline a     | ll clear a  | ll upda | ate totals<br>SUBMIT |
|  | Authorization   | -                          | harges   |               |             |         |                      |

This allows the University to apply Pell, SEOG, Perkins, or Loan funds to charges for parking, library, Brady Health fees, and judicial fines. It is optional for the student to accept this. The student may click on Deny to refuse this option. It may be changed during the year; however, all previously completed transactions are tied to the earlier agreement.

| ▷ My Favorites ▽ Self Service  | Financial Aid  |
|--|--|
| <ul> <li>Class Search / Browse</li> <li>Catalog</li> <li>Academic Planning</li> </ul>                    | Award Package  |
| Enrollment     Campus Finances   | Regarding the Use of Title IV Funds  |
| <ul> <li>Accept/Decline Awards</li> <li><u>View Financial Aid</u></li> <li><u>View 1098-T</u></li> </ul> | I do authorize Frostburg State University to apply my Title IV financial aid to ALL current charges<br>on my student account. By accepting, you will be granting permission for Title IV financial aid (Pell,<br>SEOG, Perkins Loan and Stafford Loans) to be applied to tuition, mandatory fees, on-campus<br>room, and board charges, as well as any other miscellaneous (library fines, parking fines, late |
| Campus Personal<br>Information   | fees etc. that have been charged to your student account) charges you may incur.   |
| <ul> <li>Academic Records</li> <li>Degree</li> <li>Progress/Graduation</li> </ul>                        | Accept Deny Last Updated:  |
| Transfer Credit<br>– <u>Student Center</u>   | Return to Award Package  |

Once accepted, the button is grayed out. If the student clicks on Deny the opposite occurs. The transaction is date and time stamped.

| ▷ My Favorites ▽ Self Service                               | Financial Aid   |  |  |  |  |  |
|---|---|--|--|--|--|--|
| Class Search / Browse<br>Catalog                            | Award Package   |  |  |  |  |  |
| <ul> <li>Academic Planning</li> <li>Enrollment</li> </ul>   | Regarding the Use of Title IV Funds   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| <ul> <li>Accept/Decline Awards</li> </ul>                   | I do authorize Frostburg State University to apply my Title IV financial aid to ALL current charges   |  |  |  |  |  |
| <ul> <li>View Financial Aid</li> <li>View 1098-T</li> </ul> | on my student account. By accepting, you will be granting permission for Title IV financial aid (Pell,<br>SEOG, Perkins Loan and Stafford Loans) to be applied to tuition, mandatory fees, on-campus<br>room, and board charces, as well as any other miscellaneous (library fines, parking fines, late |  |  |  |  |  |
| Campus Personal<br>Information                              | fees etc. that have been charged to your student account) charges you may incur.  |  |  |  |  |  |
| <ul> <li>Academic Records</li> <li>Degree</li> </ul>        | Accept Deny Last Updated: 04/13/11 4:23PM   |  |  |  |  |  |
| Progress/Graduation   |   |  |  |  |  |  |
| Transfer Credit   | Return to Avend Declares  |  |  |  |  |  |
| - <u>Student Center</u>                                     | Return to Award Package   |  |  |  |  |  |