


How to Accept Your Financial Aid Award Offer

Log in at my.Evergreen.edu and click on the Financial Aid Dashboard Link:

 my.evergreen.edu

Students

[Academic Progress](#) Edit your fields of study and path options and view your evaluations and credits

[Academic Statement](#) Create and edit your orientation essay and academic statement

[Catalog](#) Complete class/faculty descriptions, Course Reference Numbers (CRNs needed to register), class schedules

[Evaluations](#) Create and view self-evaluations and evaluations of faculty

[FERPA Release](#) Release information about your education records

[Financial Aid Dashboard](#) Award information, eligibility, overall status, enrollment verification

[Health eConnect](#) Connect with Student Wellness Services - schedule appointments and upload documentation (e.g. immunizations, school forms, etc)

[Help](#) Create and edit technology, student services and academic help requests

[Individual Study Contracts](#) Create/edit individual learning contracts (ILCs) and internships (INTs)

[Registration Dashboard](#) Check time ticket and status, enrollment levels in classes, proof of enrollment, waitlist management

[Schedule Evergreen](#) View your class schedules, campus events calendar, and request study space.

[Secure Documents](#) View secure documents

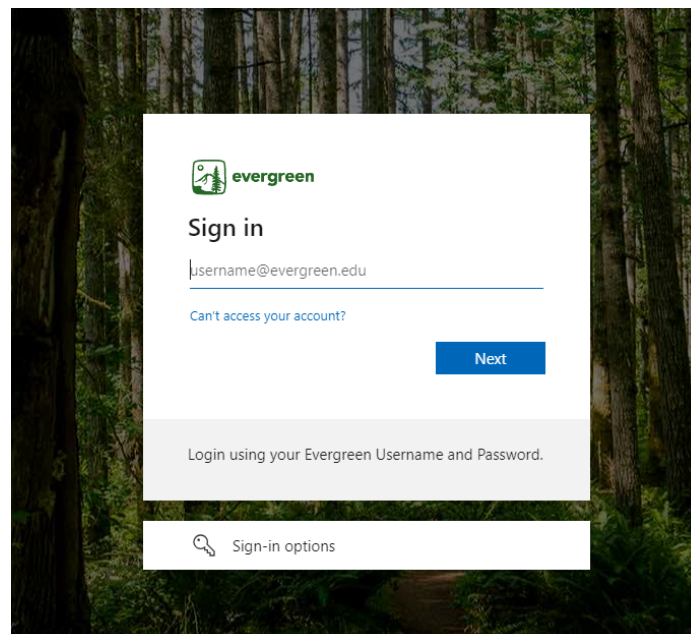
[Student Accounts Dashboard](#) View summary of recent account transactions.

[Student Employment Dashboard](#)

[Transcript and Diploma Orders](#) Online order system for Evergreen transcripts and diplomas.

[Web Payment](#) Make online payments and deposits, setup student account e-refunds, view billing statements, and more

The system may prompt you to log in again, please do so:



Then click Financial Aid Dashboard again to get into the main Dashboard area:

The screenshot shows a dashboard menu with several categories. The 'Financial Aid' category is highlighted with a red box and a red arrow pointing to it. The 'Financial Aid' category includes 'Financial Aid Dashboard' and 'Financial Aid - Print Current Year Award Letter'. Other categories include 'Registration', 'Graduation', 'Additional Links', 'Student Accounts', and 'Student Employment'.

- Registration
 - Registration Dashboard
 - Waitlist Preference Form - 2023 Fall
 - Your Student Information
 - Catalog
 - Register to Vote
 - Enrollment Verification
- Financial Aid
 - Financial Aid Dashboard**
 - Financial Aid - Print Current Year Award Letter
- Graduation
 - Apply to Graduate
 - View Graduation Application
- Additional Links
 - Help - help.evergreen.edu
 - My Evergreen - my.evergreen.edu
 - Canvas Home - canvas.evergreen.edu
 - Wordpress Home - sites.evergreen.edu
- Student Accounts
 - Account Summary Dashboard
 - Tax Forms Information
- Student Employment
 - Handshake - Search for internships, and volunteer opportunities
 - Conditions of Employment

Next, click on the Award Offer tab at the top of the Dashboard (you may need to ensure that the correct Award Year is selected at the top right)

The screenshot shows the 'Financial Aid' dashboard. At the top right, the 'Award Year' is set to '2023-2024 Academ...'. Below this, there is a navigation bar with tabs: 'Home', 'Award Offer', 'Financial Aid History', 'Resources', 'Notifications', 'Satisfactory Academic Progress', and 'College Finan...'. The 'Award Offer' tab is highlighted with a red circle. Below the navigation bar, there is a section for 'Student Requirements' with a message: 'Your FAFSA application has been received. Any Unsatisfied requirements are indicated below. Please read the instructions for each requirement carefully. Requirements that indicate the status "Received - Under Review" have...'. Below this, there is a section for 'Satisfied Requirements' with a message: 'Admission Status Last update: RECEIVED AND SATISFIED'.

On the Award Offer page, you will find your award offers listed. Please read all the information on this screen before accepting/declining your awards. To accept/decline awards you will need to scroll down to the section titled “Options to Pay Net Cost”:

Options to Pay Net Cost

Work

Type	Fall 2023	Winter 2024	Spring 2024	Amount	Take Action
Federal Work Study (S5)	\$1,500.00	\$1,500.00	\$1,500.00	\$4,500.00	Select
	\$1,500.00	\$1,500.00	\$1,500.00	\$4,500.00	

-\$4,500.00

Loans

Type	Fall 2023	Winter 2024	Spring 2024	Amount	Take Action
Fed Direct Subsidized Loan	\$0.00	\$1,618.00	\$1,617.00	\$3,235.00	Select
	\$0.00	\$1,618.00	\$1,617.00	\$3,235.00	

For each award type, you will want to select Accept or Decline from the drop-down menu at the right:

Loans

Type	Fall 2023	Winter 2024	Spring 2024	Amount	Take Action
Fed Direct Subsidized Loan	\$0.00	\$1,618.00	\$1,617.00	\$3,235.00	Select
	\$0.00	\$1,618.00	\$1,617.00	\$3,235.00	

The "Take Action" dropdown menu is open, showing options: Select, Accept, Decline, and a Submit button.

Then scroll to the bottom of the page and click the Submit button.

The screenshot shows a table titled 'Loans' with columns for 'Type', 'Fall 2023', 'Winter 2024', 'Spring 2024', 'Amount', and 'Take Action'. The first row is for a 'Fed Direct Subsidized Loan' with a total amount of \$3,235.00. The 'Take Action' column contains an 'Accept' button with a dropdown arrow. Below the table, a total amount of '-\$3,235.00' is displayed. At the bottom right, a green 'Submit' button is circled in red.

Type	Fall 2023	Winter 2024	Spring 2024	Amount	Take Action
Fed Direct Subsidized Loan	\$0.00	\$1,618.00	\$1,617.00	\$3,235.00 ACCEPTING	Accept ▾
	\$0.00	\$1,618.00	\$1,617.00	\$3,235.00	

-\$3,235.00

Submit

This will prompt the Terms and Conditions to pop up for your acceptance. Please read these carefully before accepting.

The screenshot shows a 'Terms and Conditions' dialog box with a close button (X) in the top right. The text includes a URL for the studentloans.gov website and sections for 'Federal Pell Grant', 'Federal Work Study (\$5)', and 'Western UG Exchange'. At the bottom, there is a checkbox labeled 'I acknowledge these terms and conditions.' which is checked, and a green 'Accept Award' button below it. A red circle highlights the checkbox and the button.

Terms and Conditions

LOAN ENTRANCE COUNSELING AND FEDERAL MASTER PROMISSORY NOTE (MPN) ON THE
http://www.studentloans.gov website, using your FAFSA user ID and password.

Federal Pell Grant
The Federal Pell Grant is the largest of the federal grant programs. It is available only to undergraduate students pursuing their 1st Bachelors degree. Your eligibility for the Pell grant has been determined using the Expected Family Contribution (EFC) from the Free Application for Federal Student Aid (FAFSA). Pell grant disbursements are pro-rated based on your level of enrollment. There is a limit to the total amount of Federal Pell Grant that a student may receive, which is the equivalent of 6 school years. Once a total amount of Pell Grant eligibility has been received, a student can no longer receive Pell Grant aid. Please be aware that Pell grant awards are subject to change based on a review of the student's eligibility and financial aid history. More information about the Pell Grant is available on the federal website.

Federal Work Study (\$5)
Your aid package includes an offer of Work Study. The work-study programs are need-based programs and require that you secure and work at a job. Work-Study money is earned - students may or may not earn their entire award. Earnings are based on rate of pay and number of total hours worked throughout the academic year. You may contact the Student Employment Office for more information about the Work Study program and tips on finding a job.

Western UG Exchange
Your financial aid is based on your status as a non-resident, out-of-state student eligible for Western Undergraduate Exchange (WUE). A tuition waiver has been included within your financial aid package. This waiver will be applied to your account with any other financial aid you might be receiving and will reduce the amount of non-resident, out of state tuition charged to you. You must be enrolled full-time (at least 12 credits), and must meet all other eligibility requirements to continue to receive the WUE waiver. Additionally, your waiver may be cancelled if it is determined that you do not meet WUE requirements.

I acknowledge these terms and conditions.

Accept Award

Great! Now your aid is now accepted. If you accepted any Federal Direct Loans, please also ensure that you have completed [Direct Loan Entrance Counseling](#) and signed your [Master Promissory Note](#) so these funds can be disbursed as expected.