

# **IMPORTANT!! MUST READ!!**

## **CHANGES IN FINANCIAL AID FOR 2017-2018**

SSC Financial Aid is proud to let you know that we have upgraded our IT system and you will be seeing a number of changes (for the better)! The first and most important change is that you will be able to access your financial aid online. **YOU MUST REVIEW AND ACCEPT/DENY ALL FINANCIAL AID. THIS HAS TO BE DONE BEFORE YOUR AID WILL BE APPLIED TO YOUR ACCOUNT!**

Here is how you log onto the new financial aid student portal:

- 1) Go to [www.sscok.edu](http://www.sscok.edu)
- 2) Go to the red "Financial Aid" button on the right side of the screen
- 3) Towards the bottom of the page you will see "Financial Aid Student Portal", under that heading you will see the word "here" underlined and in pink. Click on "here"
- 4) This will bring up a new page
- 5) **IMPORTANT!!** If this is your first time on this page, you must click on "First Time User" that is at the very bottom of the Log In box. You will need the following to set up your account:
  - a. Your social security number
  - b. Your date of birth
  - c. The city listed on your FAFSA
  - d. You will create two security questions and a password

**NOTE:** You will not be allowed to create an account or log on until you have an established financial aid account with SSC. You establish an account by submitting a FAFSA for the current school year.

Once you are logged on, you will see 6 tabs.

**Home**

**Loan Application** – if you are interested in applying for student loans, click this tab and follow the instructions.

**Accept Awards** – this is the tab where you will accept or deny your awarded financial aid

**Documents** – where to go to see the list of documents you must submit

**Forms** – additional financial aid forms (you are not required to submit these)

**Disbursements** – where you can see how your aid is going to be disbursed

### **To Accept Your Financial Aid Awards:**

- 1) Go to the "Accept Awards" tab
- 2) Carefully read the text on the tab
- 3) Scroll to the bottom and review each line of aid listed
- 4) Either select "Accept" or "Deny" for each type of aid or select the "Accept All" or "Decline All" button at the bottom of the list
- 5) **CLICK SUBMIT**
- 6) Once you have completed steps 1-5 you have completed all of the needed steps to accept/deny of your awards

**NOTE:** If you have loans awarded to you, you may lower the amount of your loan on this page. To increase your loan amounts you must contact our office.