

# How to Accept Your Financial Aid Award

([Click here](#) to view answers to some frequently asked questions.)

## Accessing Your Award

- Go to <http://myuvm.uvm.edu> and login. If you have any trouble accessing your account, please contact the UVM Computing Helpline at 802-656-2604.
- Click on the Student tab along the top of the page (you may also have a Getting Started tab, among others).
- In the Student Financial Services section, click on "See Your Award."
- On the Select Aid Year screen, choose "July 2011 – June 2012" from the drop-down, then click "Submit."

## Accepting/Declining Your Offered Aid

*You will need to proceed through each tab, as seen here, on the Award Package By Aid Year page, reviewing all information provided. Please proceed through these tabs in order.*

### Award Package By Aid Year July 2011 - June 2012

**General Information** | **Award Overview** | **Resources/Additional Information** | **Terms and Conditions** | **Accept Award Offer**

- General Information tab
  - Review the instructions in full before proceeding
- Award Overview tab
  - Review the financial aid award offer, and read all information provided.
  - If any of the Fund names for your aid types are an active link, click on them to view additional information.
- Resources/Additional Information tab
  - Read the information provided on this tab, then select AGREE or DISAGREE from the drop-down and click "Submit Information."
    - By clicking AGREE, you are giving UVM permission to use your federal financial aid funds to cover any charges to your student account, including miscellaneous items such as library fines, parking fees, student health center lab fees, etc.
    - By clicking DISAGREE, you prohibit UVM from using your federal financial aid funds to cover non-qualified charges. Qualified charges are those directly related to your enrollment and on-campus housing (tuition, comprehensive fee, room, meal plan). Non-qualified charges include items such as health

insurance, library fines, parking fines, etc. You will have to pay for these non-qualified charges (when applicable) separately, if you select DISAGREE.

- Terms and Conditions tab
  - Review any Terms and Conditions that are listed on this tab.
- Accept Award Offer tab
  - Read all information on this tab before accepting or declining your award items.
  - For each fund listed with a status of Offered, choose Accept or Decline from the Accept Award drop-down. See image below.
    - If you decline a fund, you are declining it for the whole year. Please note that Federal Work Study funds cannot be reinstated if declined. Loans can usually be reinstated if you change your mind within the aid period, and before any specified deadlines (Federal Perkins Loan and some UVM Loans are limited, so may not be able to be reinstated). You will need to send an email to [sfs@uvm.edu](mailto:sfs@uvm.edu) (from your UVM email address) if you wish to accept a loan after you decline it.
    - If you would like to accept a lesser amount than is offered, enter the amount in the “Accept Partial Amount” text box. If your award is for the full year, the amount you enter will be split between the fall and spring semesters. If you would like the award split differently, after you submit your decision, send an email to [sfs@uvm.edu](mailto:sfs@uvm.edu) and specify how you would like the fund(s) split between the semesters. Please send your request from your UVM email account.
    - Once you have entered your accept/decline choices, click “Submit Decision.”
    - If you need to change your decision after you have submitted it, send an email to [sfs@uvm.edu](mailto:sfs@uvm.edu) and specify what you would like to change. Please send your request from your UVM email account.

Accept Award drop-down, from which you can select Accept or Decline for each fund listed with a Status of Offered.

Accept Partial Amount field, where you can note the amount you'd like to accept, if other than the full year amount.

**Award Decision**

Fund	Status	Fall 2011	Spring 2012	Total	Accept Award	Accept Partial Amount	Lender
Fed Direct Parent Plus Loan	Offered	\$5,000.00	\$5,000.00	\$10,000.00	Undecided ▼	<input type="text"/>	
Fed Direct Unsub Stafford Loan	Offered	\$1,000.00	\$1,000.00	\$2,000.00	Undecided ▼	<input type="text"/>	
Federal Pell Grant	Accepted	\$2,400.00	\$2,400.00	\$4,800.00			
<b>Total</b>		\$8,400.00	\$8,400.00	\$16,800.00			

## After Accepting Offered Aid

- If you accept any loans from your award, you will likely have additional requirements to complete to set those loans up for disbursement.
- Monitor your requirements on your myUVM portal (<http://myuvm.uvm.edu>). Once logged in, go to the “Student” tab, then click on “View Your Requirements” in the Student Financial Services menu. Select the “July 2011 – June 2012” aid year.
- For more information about requirements for different aid types, please visit the [Loan Requirements Section](#) on our financial aid page.
- Financial aid that is already accepted (grants, scholarships) or that you accept (loans, Federal Work Study) will be listed on your billing statement, as long as it is accepted prior to the billing date ([click here](#) to view our billing, or statement, dates).

*Please contact Student Financial Services with any questions about this process.*

### **UVM Student Financial Services**

223 Waterman Building, 85 S. Prospect St., Burlington, VT 05405  
802-656-5700 (phone) • 802-656-4076 (fax) • [sfs@uvm.edu](mailto:sfs@uvm.edu)

# FAQs Regarding Award Acceptance

Click on an FAQ to view the answer.

## Questions

[Q: Do I need to accept or decline all funds offered in my award in the same login session?](#)

[Q: Once I submit my decision, can I make any changes to it?](#)

[Q: Can I accept a lesser amount than is offered to me for a fund?](#)

[Q: How do I apply my aid to my charges?](#)

[Q: What is the next step after accepting or declining all offered aid?](#)

## Answers

**Q: Do I need to accept or decline all funds offered in my award in the same login session?**

**A:** No, you do not need to accept or decline all funds in the same login session. You may submit your decision for some funds, and then return at a later time to submit your decision for others.

**Q: Once I submit my decision, can I make any changes to it?**

**A:** After you submit your decision on a fund, you will not be able to change the decision through your online account. You will need to send an email to [sfs@uvm.edu](mailto:sfs@uvm.edu) from your UVM email address and request whatever changes you would like for your award decisions. If you are offered Federal Work Study and decline it, you will not be able to change your decision to accept it. For most loans, you can change your decision if you initially decline the fund.

**Q: Can I accept a lesser amount than is offered to me for a fund?**

**A:** You can accept a lesser amount than what is offered to you for any fund. To accept a partial amount, enter the amount you would like in the "Accept Partial Amount" text box for that fund. If your award is for the full year, the amount you enter will be split in half between fall and spring semesters. If you would like the fund(s) split differently, send an email to [sfs@uvm.edu](mailto:sfs@uvm.edu) after submitting your accept/decline decision, and specify how you would like the fund split between semesters. Please send your request from your UVM email account.

**Q: How do I apply my aid to my charges?**

**A:** If accepted prior to the billing/statement date, your aid will be listed on your statement for the fall and/or spring semesters. Accepted aid for summer (when applicable) is not listed on the billing statement. You will need to complete all requirements associated with the aid that you accept in order for your aid to actually disburse to your account. Financial aid will disburse no earlier than 10 days before classes start for each semester, as long as all associated requirements have been completed. In terms of your billing statement, if it shows an amount due, you will need to make a payment or contact Student Financial Services by the due date to let us know how it will be paid. Please send an email to [billpay@uvm.edu](mailto:billpay@uvm.edu) to let us know how your bill will be paid (i.e. outside scholarship, loans, grants, payment from college savings plan, [Tuition Management Systems](#) monthly payment plan). Do not assume that we are aware of financial aid or other sources of payment if they are not listed on your statement.

**Q: What is the next step after accepting or declining all offered aid?**

**A:** If you accept any loans or Federal Work Study offers in your award, you may have additional steps to complete. Additional requirements may be added to your account, so monitor your UVM email address for notification of outstanding requirements. View your outstanding requirements through the myUVM portal (<http://myuvm.uvm.edu>) – on the “Student” tab, click on “Review Your Requirements” in the Student Financial Services menu. Please visit our [financial aid page](#) to learn about finalizing your financial aid. Once you receive your billing statement, check that any accepted aid, monthly payment plan, etc. is listed as a credit or as pending aid, and review the remaining balance due. Make payment or [acceptable payment arrangements](#) for the remaining amount due by the due date.