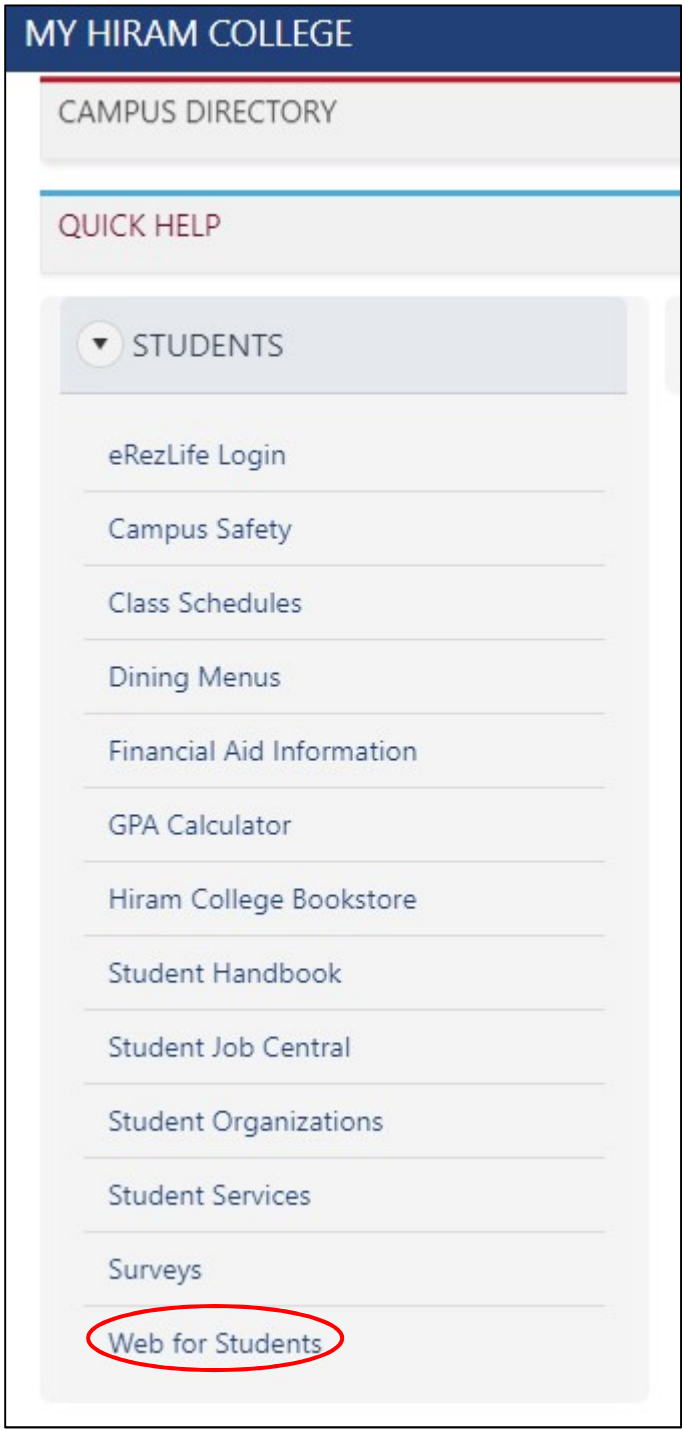
To view your financial aid information online following the steps below. Our online portal will allow you to do the following:

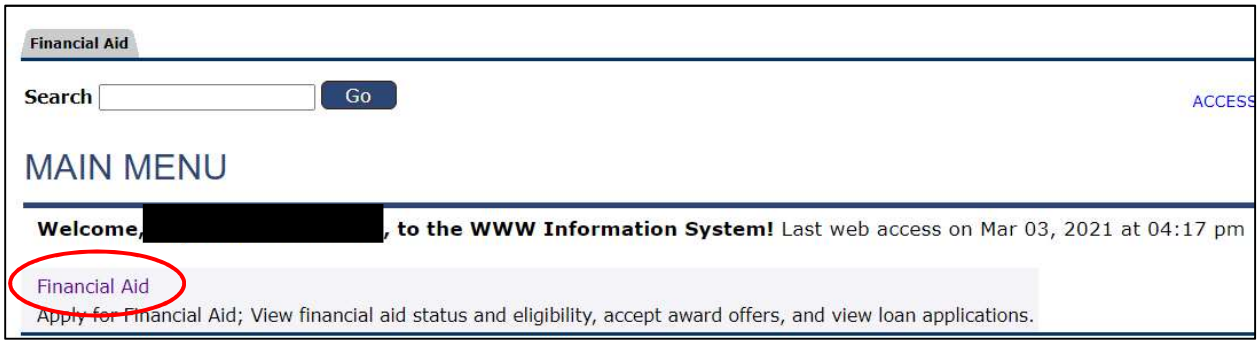
- View your Financial Aid Award
- Accept Your Financial Aid Award
- Determine whether you have any outstanding Financial Aid requirements
- Complete Outstanding Financial Aid requirements

View Your Financial Aid Award

1. Log into my.hiram.edu and select Web for Students

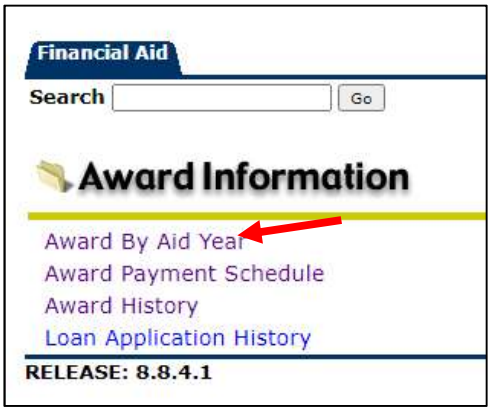


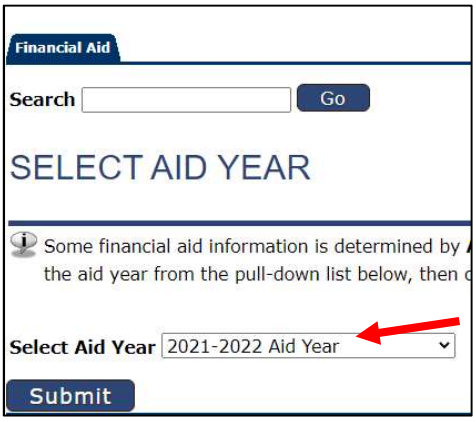
2. Click on ‘Financial Aid’



3. Click on ‘Award’

4. Select ‘Award By Aid Year’, select the aid year from the dropdown menu and then Submit.

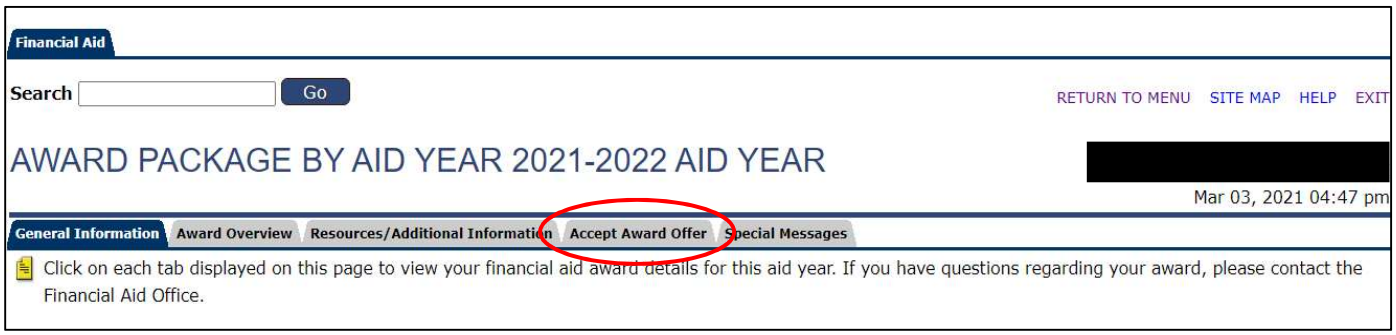




5. You will then be presented with a number of tabs across the top of the webpage.
    a. Award Overview – this will be a listing of your Cost of Attendance (financial aid budget) and the financial aid you’ve been awarded, current status of each award type
    b. Resources/Additional Information – this is where any outside scholarships or financial resources you’ve told us you were receiving would be indicated.
    c. Accept Award Offer – this tab will allow you to accept/decline/reduce your financial aid award online instead of returning a paper copy of your award letter.
    d. Special Messages – this would be any important information regarding your financial aid award

Accept Your Financial Aid Award

Once you've navigated to your financial aid award, click on the 'Accept Award Offer' tab.



You have 3 options when making decisions regarding your financial aid award:

1. Accept the full amount of all awards
2. Choose Decline or Accept for each fund
3. Accept a Partial Amount

To accept the full award amount, scroll to the bottom of the page and click 'Accept Full Amount All Awards'

Choose Decline or Accept for each fund by scrolling to each fund and making a decision for that fund.

Once a decision has been made for each fund, scroll to the bottom and select 'Submit Decision'.

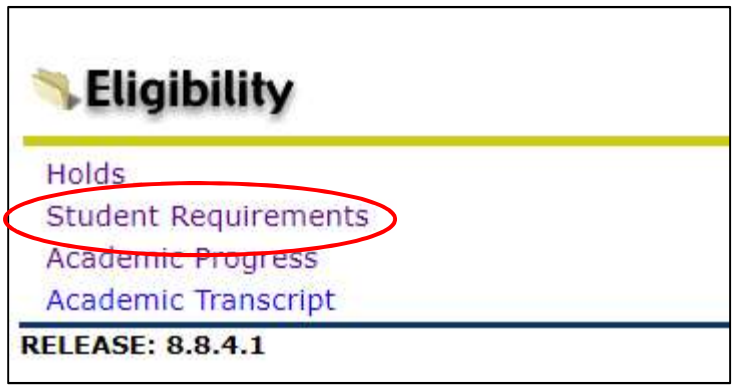
Accept a partial amount by selecting Accept and entering the amount in the Accept Partial Amount field.

Once a decision has been made for each fund, scroll to the bottom and select 'Submit Decision'.

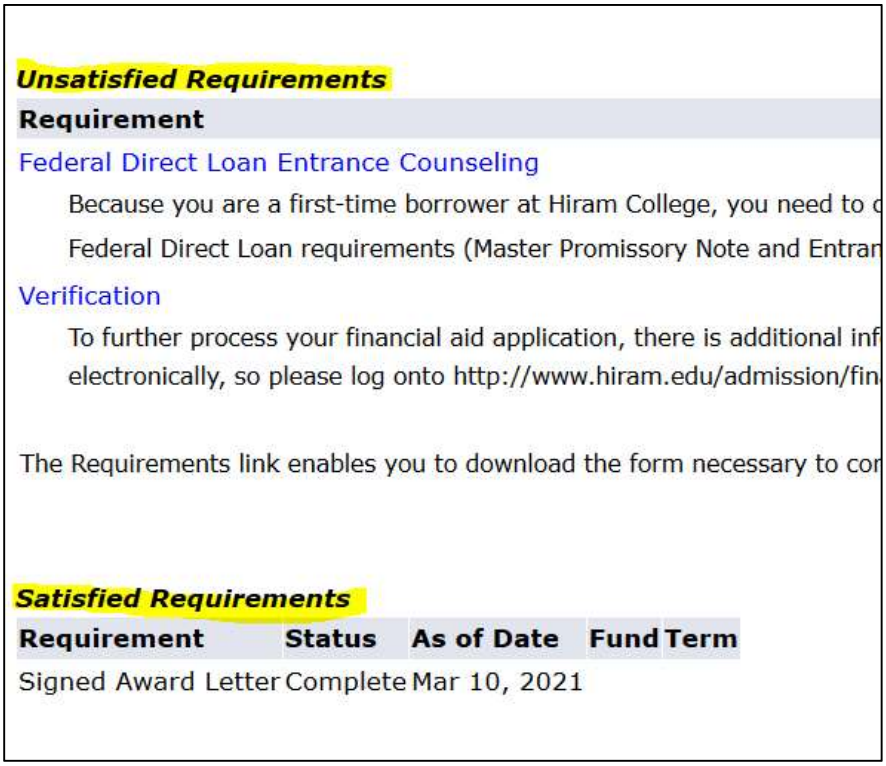
Determine whether you have any outstanding Financial Aid requirements

1. To view any outstanding requirements, click on the Financial Aid tab and then "Eligibility"

2. The click "Student Requirements"

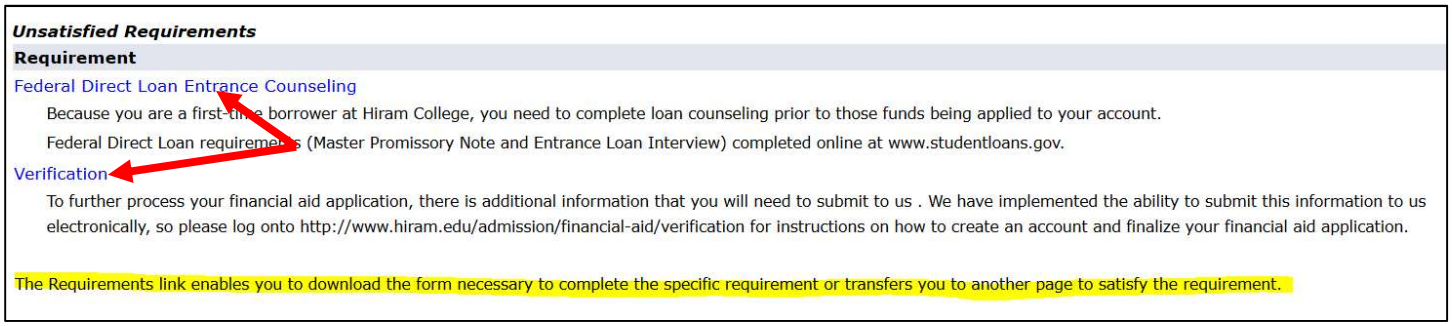


3. You will now see any ***Unsatisfied Requirements*** at the top of the page; ***Satisfied Requirements*** are on the bottom of the page.



Complete Outstanding Financial Aid requirements

If there were unsatisfied requirements, follow the instructions outlined under each requirement. You can also link to any required websites or instructions from the blue hyperlink on that page.



Common outstanding requirements:

1. **Federal Direct Loan Entrance Counseling** – this is loan counseling that new loan borrowers must complete prior to the loan funds being applied to the account. This is completed by the student using your Federal Student Aid ID, or FSA ID.
    - You complete this online via https://studentaid.gov/entrance-counseling/

2. **Master Promissory Note (MPN)** – this is the promissory note is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the US Department of Education.
    - It is completed online at https://studentaid.gov/mpn/

3. **Verification** – some students are selected for this process. It does not mean that you have done anything incorrect. We just need to verify the information you submitted on the FAFSA by collecting documentation from you (and your family). Note: your financial aid is considered an estimate at this point
    - Information about the verification process can be found online at https://www.hiram.edu/admission/financial-aid/verification/

4. **Accepting/Declining Your Award** – while your grants and scholarships are accepted on your behalf, you need to make a decision on any federal work-study and/or student loans that you are offered. The best way to submit your award decision is via our online portal.
    - Instructions on submitting your award decision via our online portal can be found here.