Federal Direct Stafford Loans
How to Complete the…
Process of Accepting your Loan Awards
How to Accept Your Loan Awards

• Students who file a FAFSA will be offered the maximum amount of federal student loans for which they are eligible.

• Students must then decide to accept or decline these awards. It is important to note that declining a loan will not make you eligible for additional financial aid.

• The first step is to log into your UIS account at http://apollo.stjohns.edu.
How to Accept Your Loan Awards

• Once you have logged in, click “My Award Information” under the Financial Aid tab.

• Next, click “Award By Aid Year”, select the current aid year, and hit “Submit”.

Financial Aid

My Award Information

- View account summaries; Review awards by aid years; Review award history.
- Apply for Summer Financial Aid
- Application to determine eligibility for Summer Financial Aid.
- Endowed Thank You Letter Process
- Verify/complete requirements for endowed scholarship
How to Accept Your Loan Awards

• You will next be brought to your Award Package By Aid Year. Click the “Accept Award Offer” tab.

• Here you will be shown all of the financial aid which you have been awarded for the current year and given the opportunity to fully accept, partially accept, or decline your Federal Direct Stafford Loans.
How to Accept Your Loan Awards

• In the drop down box next to your total loan amount, choose the option to either accept or decline your loan.

• If you wish to accept only a portion of the loan, choose accept and enter the partial amount you wish to accept in the box to the right.

• Once you have chose to accept or decline your awards and made any changes you wish to make, click “Submit Decision”

• If you are simply accepting the full amount of all your loan awards, you may do so by clicking “Accept Full Amount of All Awards”

You can change the award amount you would like to receive while accepting as well.
How to Accept Your Loan Awards

- Once you have accepted or declined your awards, you will be able to see your award decisions and shown any unsatisfied student requirements.

- Be sure to review and comply with all your student requirements and read any messages.
Borrow Responsibly

• While completing this process, you should remember that these loans will accrue interest and must be repaid in full. Borrow only what is really needed.

• When repayment of your loans begins, you will be able to choose from several different repayment plans. For details about these plans including a calculation of what your regular payment amount will be and how many payments you will have to make, please visit http://studentaid.ed.gov and click on “How to Repay Your Loans”.

Remember…

• New borrowers be sure to complete Entrance Counseling at www.StudentLoans.gov.

• New borrowers should also complete a Master Promissory Note at www.StudentLoans.gov.