

Accepting Awards

This guide will show you how to accept, adjust, or reject the Federal loans in your financial aid package. Accepting awards is only for accepting Federal loans; you are not required to accept/adjust/reject any other funds in your financial aid package. If these awards display a "projected" status in your financial tab, you should not go through the awards acceptance process. You will receive notifications from Rutgers when your awards are in an awarded state and are ready to be accepted.

1. Log into your myRutgers account and open the financial aid portal by finding the My Financial Aid widget, clicking on the awards tab, and clicking on "Award Detail and Information."







2. Once in the financial aid portal, open the *Financial* tab and check the award status column to verify that your awards are in an "awarded" status. <u>If your awards are in a "projected" status</u>, you should not try to complete the loan acceptance process.

RUTG	ERS		🕼 Home 🗎 d	OCUMENTS	PNOTIFICA	TIONS 🖻 FIN	ANCIAL a MESSAGES	
WELCOME	S FULL TIME IN GRADUATE:							
			Financial Inform	nation				
			MAY 2022 - MAY 2023 (Curre	nt)				
	Your fin 1. How much does my educa Cost of Attendance	ancial aid s ation cost? \$87,488.00	summary for Academic Ye 2. How much Financial Aid car	ar May 9, I receive? ^{Award}	2022 - May Offered to	5, 2023 Amount you'll		
-	Tuition and Fees	\$46,062.00	Award Name Federal Direct Unsubsidized Stafford	Status Awarded	You \$20,500.00	Requires	Update/Edit	
	Estimated Living and Other Expenses	\$41,426.00	Federal Direct Unsubsidized Stafford Loan (Medical)	Awarded	\$26,667.00	Requires Acceptance	Update Acceptance	
					\$47,167.00	\$0.00		
	The costs and awards display (FAFSA). Your eligibility for t	ved above are e s hese awards m	stimated based on the information yo ay change if new information is recei <u>academic progress</u> .	ou reported or ved, including	n your Free Appli) information with	cation for Federa h regard to your <u>s</u>	al Student Aid satisfactory	

3. To begin the award acceptance process, you can begin from the homepage, under item 2 by clicking *Review/Accept Awards* to begin accepting your financial aid awards.

RUTGERS	
Twelcome Skapo	Required Financial Aid Actions
	MAY 2022 - MAY 2023 (Current)
Always close you	ar web browser when you are done viewing your financial aid information, especially when using shared computers/klosks. If you fail to close your browser, a subsequent user may inadvertently access your financial aid information. 🔀
Do not bookman	k URLs found in this portal. Using bookmarks will direct you to a page that is not compatible with NetID login. Always log in to the myRutgers dashboard and use the My Financial Aid widget to access your financial aid information.
Authorized users	who have access to financial aid information for more than one student must close their browser and log in again at my.rutgers.edu, each time they want to switch to view a different student's financial aid.
	BECOME FINANCIAL AID ELIGIBLE
	Complete 2022-2023 FAFSA Completed Submit all Required Documentation Not Required
	2 REVIEW/ACCEPT YOUR FINANCIAL AID AWARDS Review/Accept Awards Pending
	3 RECEIVE YOUR FUNDS
(Q) ()	Sign your Direct Subsidized/Unsubsidized MPN Pending



4. You can also accept awards from the *Financial* tab by clicking the "Adjust My Funding" button <u>or</u> the "update acceptance" link next to the specific award in your package you'd like to accept, adjust, or reject.

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LWELCOME SFULL TIME	IN GRADUATE:								
		Financia	l Informa	ation					
		MAY 202	2 - MAY 2023 (Current)	_					
1. How m	Your financia uch does my education c	al aid summary for A ost? 2. How much Fi	cademic Yea nancial Aid can I	r May 9, receive?	2022 - May	/ 5, 2023			
Cost of Att	endance \$87,	488.00 Award Name		Award Status	Offered to You	Amount you'll receive	Update/Edit		
Estimate	d Living and Other \$41	Federal Direct Unsu A26.00	bsidized Stafford	Awarded	\$20,500.00	Requires Acceptance	Update Acceptance		
Expenses		Federal Direct Unsu Loan (Medical)	bsidized Stafford	Awarded	\$26,667.00	Requires Acceptance	Update Acceptance		
					\$47,167.00	\$0.00			
The co: (FAFS	sts and awards displayed abo A). Your eligibility for these a	we are estimated based on t wards may change if new inf <u>aca</u>	he information you ormation is receive <u>lemic progress</u> .	reported or d, including	n your Free Appl i information wit	ication for Federa th regard to your <u>s</u>	l Student Aid atisfactory		
	If you accept all aid off	ered to you but still have a re	maining estimated	cost, please	e consider the f	ollowing options:			
		Enroll in the <u>Rutgers Univ</u>	ersity Tuition Paym	ent Plan (Ri	<u>UTPP)</u>				
		Consider a <u>pa</u>	rent/graduate PLU	<u>S loan</u>					
		Apply	for a <u>private loan</u>						
	Search fo	or a part-time job through the	Job Location and	<u>Developmer</u>	nt Program (JLC	<u>)P</u>)			
You w a	Ill receive communication at a ccepting any loans, it is highl	a later date regarding how yo y recommended that you co	u can accept/decli mplete entrance co	ne any fede unseling to	ral loans you m understand hov	ay have been offe v to borrow respo	red. Prior to nsibly.		
) ==	C ADJUST MY FUNDING	HELP ME CALCULATE M	Y LIVING EXPENSES	© COM	PLETE LOAN ENTRA	NCE COUNSELING]		

5. Once in the Accept Your Funds page, click "Start Loan Acceptance."

RUTGERS	€еноме	DOCUMENTS	NOTIFICATIONS	FINANCIAL	MESSAGES	
YULL TIME IN GRADUATE:						
Accet 1 Summary 2 Accept Los	ept Your		-Sign 5 Done			
Step 7	1 – Awards	Summary				
Please review your awards and go through the loan accept educ	ance process to ation at Rutgers	select the amou University.	nt of financial aid rec	uired to cover you	r costs of	
If you accept all aid offered to you but still hav	e a remaining es	timated cost, ple	ease consider the fol	owing options:		
Enroll in the Rutgers	University Tuitic	n Payment Plan	(RUTPP)			
Conside	r a <u>parent/gradu</u>	ate PLUS Ioan				
,	Apply for a <u>privat</u>	e loan				
Search for a part-time job throug	gh the <u>Job Locati</u>	on and Develop	ment Program (JLDF	2)		
Prior to accepting any loans, it is highly recommended th	at you complete	entrance couns	eling to understand h	ow to borrow resp	onsibly.	
Award Name	Award Eligibility	Accepted Amount	Acceptance Status	Acceptance Check		
Federal Direct Unsubsidized Stafford Loan	\$20,500.00	\$0.00	Pending Acceptance	Δ		
Federal Direct Unsubsidized Stafford Loan (Medical)	\$26,667.00	\$0.00	Pending Acceptance	\triangle		
START LOAN ACCEPTANCE						



6. Review the amounts of each loan and decide which option works best for you.

			Home 🖹 documents 🤷n	OTIFICATIONS 🗳 FI	INANCIAL 🧮 MESSAGES	
	Acc 1 Summary — 2 Accept L	cept Your Fui	nds 4E-Sign 5 Done)		
Plea	Step : se select the amount required to cover your cos	2 — Accept your Av ts to attend Rutgers Univer	vards rsity for Academic Year Sep 1, 2	2022 - May 15, 2023.		
	Award Name	Award Amor Eligibility	unt to accept to cover my remaining costs	9		
	Federal Direct Subsidized Stafford Loa	.n \$3,500.00	\$3,500.	.00		
	Federal Direct Unsubsidized Stafford Loan	\$2,000.00	\$2,000.	.00		
	I would like to Accept S5,500.00, the amount to maximize my	remaining Tuition and Fees				
	 Another amount Help me calculate I would like to decline my funds that req 	my living expenses uire acceptance				
	< BACK			CONTINUE		

a. In the 1st option, you will see a suggested amount that may be sufficient to cover your budgeted tuition and fees. This may not reflect your actual charges, or other outstanding balances, such as housing and transportation. Then click "Continue."

Please select the	Step 2 – amount required to cover your costs to	Accept you attend Rutgers	IT Awards University for Academic Year Sep 1, 2022 - May 1	5, 2 [,]
	Award Name	Award Eligibility	Amount to accept to cover my remaining costs	
	Federal Direct Subsidized Stafford Loan	\$3,500.00	\$3,500.00	
	Federal Direct Unsubsidized Stafford Loan	\$2,000.00	\$2,000.00	
	I would like to Accent		_	
	\$5,500.00, the amount to maximize my remained	ining Tuition and Fee	8	
	O Another amount 🖥 Help me calculate my liv	/ing expenses		
	\bigcirc I would like to decline my funds that require a	cceptance		
< BACK]		CONTINUE	E

b. The 2nd option will allow you to adjust the amount of the loan you receive. Enter the amount you'd prefer, up to the full amount of the loan, and then click "Continue."

Award Name	Award Eligibility	Amount to accept to cover my remaining costs
Federal Direct Subsidized Stafford Loan	\$3,500.00	\$3,000.00
Federal Direct Unsubsidized Stafford Loan	\$2,000.00	\$0.00
I would like to Accept	ining Tuition and Fe	P8
Another amount 3000	🗢 MIN \$0 - MAJ	x <u>\$5,500.00</u>
expenses		



Note: If you notice you can only adjust the size of your unsubsidized loan, that's because this platform is designed to encourage you to take the full subsidized loan first. The subsidized loan will not accrue interest while you're in school and up to 6 months after graduation, whereas the unsubsidized loan will accrue interest while you're in school. If you only want to accept the subsidized loan, enter the amount of the subsidized loan as your "another amount" and then click continue.

c. The 3rd option will allow you to decline your loan. Then click "Continue."

	Step 2 –	Accept you	ur Awards	
Please select th	ne amount required to cover your costs to	attend Rutgers	University for Academic Year Sep 1, 202	2 - May 15, 2023.
	Award Name	Award Eligibility	Amount to accept to cover my remaining costs	
	Federal Direct Subsidized Stafford Loan	\$3,500.00	\$0.00	
	Federal Direct Unsubsidized Stafford Loan	\$2,000.00	\$0.00	
	I would like to Accept O \$5,500.00, the amount to maximize my remain	ining Tuition and Fe	es	
	O Another amount 🖩 Help me calculate my li	ving expenses		
	I would like to decline my funds that require a	cceptance		
< BACK				CONTINUE

7. Confirm the loan/award amounts in your package. Use the pencil icon to adjust funding further, such as how much you want disbursed per term. The totals should add up to the award amount you've selected. For example, if you accept \$3,000 for your award, term 11 and term 12 together should add up to \$3,000. Once you've adjusted your term funds, click "Continue."

Congratulations! You have successfully accepted your awards for Academic Year Sep 1, 2022 - May 15, 2023. Award Name Award Eligibility Your Award Amount you'll receive per Term E The Dearin Scholarship \$3,500.00 \$3,500.00 \$1,750.00 \$1,00
Award Name Award Eligibility Your Award Amount you'll receive per Term E Term 11 Term 12 Term 11 Term 12 The Dearis Scholarship \$3,500.00 \$3,500.00 \$1,750.00 \$1,750.00 Federal Direct Subbidiced Stafford Loan \$3,500.00 \$2,000.00 \$1,000.00 \$1,000.00 Federal Direct Unsubsidized Stafford Loan \$2,000.00 \$2,000.00 \$1,000.00
Term 11 Term 12 The Dearls Scholarship \$3,500.00 \$3,500.00 \$1,750.00 \$1,750.00 Federal Direct Subsidiced Stafford Lean \$5,500.00 \$3,500.00 \$1,750.00 \$1,750.00 Federal Direct Unsubsidized Stafford Lean \$2,000.00 \$2,000.00 \$1,000.00 \$1,000.00 The costs and awards displayed above are estimated based on the information you reported on your Free Application Federal Student Aid (AFSA). Your eligibility for these awards may change if new information is received, including information with regard to your <u>satisfactory academic prograss</u> . If you accept all aid offered to you but still have a remaining estimated cost, please consider the following options Enroll in the Rinters University Tuition Pawment Plan (BITEP)
The Dearis Scholarship \$3,500.00 \$1,750.00 \$1,750.00 Federal Direct Subsidized Stafford Loan \$3,500.00 \$3,500.00 \$1,750.00 \$1,750.00 Federal Direct Unsubsidized Stafford Loan \$2,000.00 \$3,500.00 \$1,750.00 \$1,000.00 Federal Direct Unsubsidized Stafford Loan \$2,000.00 \$2,000.00 \$1,000.00 \$1,000.00 The costs and awards displayed above are estimated based on the information you reported on your Free Applicatio Federal Student Aid (FAFSA). Your eligibility for these awards may change if new information is received, including information with regard to your satisfactory academic progress. If you accept all aid offered to you but still have a remaining estimated cost, please consider the following options: Formil in the Rintpers University Tuition Payment Plan (RITEP)
Federal Direct Subsidized Stafford Loan \$3,500.00 \$3,500.00 \$1,750.00 \$1,750.00 Federal Direct Unsubsidized Stafford Loan \$2,000.00 \$2,000.00 \$1,000.00 <t< td=""></t<>
Federal Direct Unsubaidized Stafford Loan \$2,000.00 \$2,000.00 \$1,000.00 \$1,000.00 The costs and awards displayed above are estimated based on the information you reported on your Free Applicatio Federal Student Aid (FAFSA). Your eligibility for these awards may change if new information is received, including information with regard to your <u>satisfactory academic progress</u> . If you accept all aid offered to you but still have a remaining estimated cost, please consider the following options:
The costs and awards displayed above are estimated based on the information you reported on your Free Applicatio Federal Student Aid (FAFSA). Your eligibility for these awards may change if new information is received, includin information with regard to your <u>satisfactory academic progress</u> . If you accept all aid offered to you but still have a remaining estimated cost, please consider the following options Formil in the Rutners! Inkersity Tuition Payment Plan (RITPP)
Enroll in the Butgers University Tuition Payment Plan (BUTPP)
Entern and <u>ready to enter only reaction and the ready to enter the re</u>
Consider a <u>parent/graduate PLUS loan</u>
Search for a part-time job through the Job Location and Development Program (JLDP)
You will receive communication at a later date regarding how you can accept/decline any federal loans you may ha been offered. Prior to accepting any loans, it is highly recommended that you complete entrance counseling to unders how to borrow responsibly.
Q ADJUST MY FUNDING HELP ME CALCULATE MY LIVING EXPENSES COMPLETE LOAN ENTRANCE COUNSELING



a. If you accepted the wrong amount for your loan, accidentally declined a loan, or want to start the process over again, you can navigate back to step 2 "Accept Loans" at the top of the screen to readjust the amount of loan you're accepting.

FUTGERS	PHOME [©] DOCUMENTS [®] NOTIFICATIONS [©] FINANCIAL [™] MESSAGES	
WELCOME SADMITTED/NOT STARTED IN BACHELORS:	VIEW MORE PROGRAMS -	
Accept 1 Summary – 2 Accept Loans	Your Funds	

- 8. Read through the *Electronic Signature Consent* message and click "I Accept." Then enter your NetID and last name to sign. Finally, click "Sign & Finish."
 - a. The "Sign & Finish" button will remain ghosted until you've clicked "I Accept" and entered the required information.

Accept Yo	our Funds
1 Summary 2 Accept Loans	3 Confirm 4 E-Sign 5 Done
Step 4 – <u>E-Sign</u> yo	ur Awards Letter
Please review your Award Letter/Disclosure informat	ion for Academic Year Sep 1, 2022 - May 15, 2023.
Please view your current Award	Letter from the Messages tab.
Electronic Signature Consent	
By selecting the "I Accept" button, you are signing this document electron manual/handwritten signature on this document. You further agree that y Signature") is as valid as if you had signed the document in writing. You a is necessary to validate your E-Signature, and that the lack of such certific enforceability of your E-Signature or any resulting agreement between you you are the student authorized to provide the data in this document. By el conditions of such documents as they exist on the date of your E-Signature.	ically. You agree your electronic signature is the legal equivalent of your our signature on this document (hereafter referred to as your "E- los agree that no certification authority or other third party verification ration or third party verification will not in any way affect the u and the Rutgers Office of Financial Aid. You are also confirming that ectronically signing documents, you agree to all the terms and re.
I ACCEPT	
C BACK Enter Student ID Enter Student ID	Enter Last Name SIGN & FINESH

Note: If you see a notice that invites you to view your award letter in the messages tab, do not go to the messages tab to view the letter. Your "award letter" is your award package available in the financial tab.

9. Once you click "Sign & Finish," you'll be shown a confirmation message that indicates you've successfully accepted/adjusted/declined your awards for the academic year. Click "OK."

Accept Your Funds
Step 5 – Done Congratulations! You have successfully accepted your awards for Academic Year Sep 1, 2022 - May 15, 2023.



10. You'll be brought back to the *Financial Tab* which will show your accepted, adjusted, rejected awards in your package.

		SEP 2022 - MAY 2023 (Current	<u>)</u>			
Your fin 1. How much does my educ	ancial aid s	ummary for Academic Yea 2. How much Financial Aid can	r Sep 1, 20 Treceive?)22 - May 15	i, 2023	
Cost of Attendance	\$35,812.00	Award Name	Award Status	Offered to You	Amount you'll receive	Update/Edi
Tuition and Fees	\$15,804.00	The Dean's Scholarship	Awarded	\$3,500.00	\$3,500.00	
Estimated Living and Other Expenses	\$20,008.00	Federal Direct Subsidized Stafford Loan	Awarded	\$3,500.00	\$3,500.00	'
		Federal Direct Unsubsidized Stafford Loan	Awarded	\$2,000.00	\$2,000.00	1
		Accepted		\$9,000.00	\$9,000.00	

		SEP 2022 - MAY 2023 (Current				
Your fin I. How much does my educ	ancial aid station cost?	ummary for Academic Yea 2. How much Financial Aid can	Ir Sep 1, 20	022 - May 15	5, 2023	
Cost of Attendance	\$35,812.00	Award Name	Award Status	Offered to You	Amount you'll receive	Update/Edi
Tuition and Fees	\$15,804.00	The Dean's Scholarship	Awarded	\$3,500.00	\$3,500.00	
Estimated Living and Other Expenses	\$20,008.00	Federal Direct Subsidized Stafford Loan	Awarded	\$3,500.00	\$3,500.00	1
		Federal Direct Unsubsidized Stafford Loan	Awarded	\$2,000.00	\$500.00	1
		Adjusted		\$9,000.00	\$7,500.00	

		SEP 2022 - MAY 2023 (Current				
Your fin	ancial aid s	ummary for Academic Yea	r Sep 1, 20)22 - May 15	5, 2023	
1. How much does my educ	ation cost?	2. How much Financial Aid can	I receive?			
Cost of Attendance	\$35,812.00	Award Name	Award Status	Offered to You	Amount you'll receive	Update/Edit
Tuition and Fees	\$15,804.00	The Dean's Scholarship	Awarded	\$3,500.00	\$3,500.00	
Estimated Living and Other Expenses	\$20,008.00	Federal Direct Subsidized Stafford Loan	Awarded	\$3,500.00	\$0.00	1
		Federal Direct Unsubsidized Stafford Loan	Awarded	\$2,000.00	\$0.00	1
		Rejected		\$9,000.00	\$3,500.00	



- 11. After you've accepted/adjusted/rejected your loans, if you realize you need to make further adjustments to your funds, you can begin the process again by clicking the pencil icon next to your fund.
 - a. For additional instructions to adjust your funds after previously accepting them, refer to the "Adjusting or Rejecting Awards" pdf quick guide.

		Financial Informa	ation					
		MAY 2022 - MAY 2023 (Current)	_					
Υοι	ur financial aid s	summary for Academic Yea	r May 9, 20	022 - May 5	, 2023			
1. How much does my	1. How much does my education cost?		2. How much Financial Aid can I receive?					
Cost of Attendance	\$87,488.00	Award Name	Award Status	Offered to You	Amount you'll receive	Update/Edit		
Tuition and Fees	\$46,062.00	Federal Direct Unsubsidized Stafford Loan	Awarded	\$20,500.00	\$20,500.00	1		
Expenses	041,420.00	Federal Direct Unsubsidized Stafford Loan (Medical)	Awarded	\$26,667.00	\$26,667.00	1		
				\$47,167.00	\$47,167.00			
The costs and awards (FAFSA). Your eligibil If you acc	displayed above are e tity for these awards m ept all aid offered to y	stimated based on the information you ay change if new information is receive <u>academic progress</u> . ou but still have a remaining estimated	reported on yo d, including inf cost, please co	our Free Applicat	tion for Federal St egard to your <u>sati</u> wing options:	tudent Aid <u>sfactory</u>		
	Enrol	I in the <u>Rutgers University Tuition Paym</u>	ent Plan (RUTF	<u>PP)</u>				
		Consider a parent/graduate PLU	S loan	/				
		Apply for a private loan						
	Search for a part-	time job through the <u>Job Location and I</u>	Development P	Program (JLDP)				

- 12. After completing your loan acceptance, go to <u>www.studentaid.gov</u> to complete your Master Promissory Note (MPN) and Direct Loan Entrance Counseling. These are requirements from the US Department of Education that must be completed prior to your loans' disbursement.
- 13. Contact your region's <u>One Stop Student Services Center</u> for additional questions or concerns about adjusting your funding.