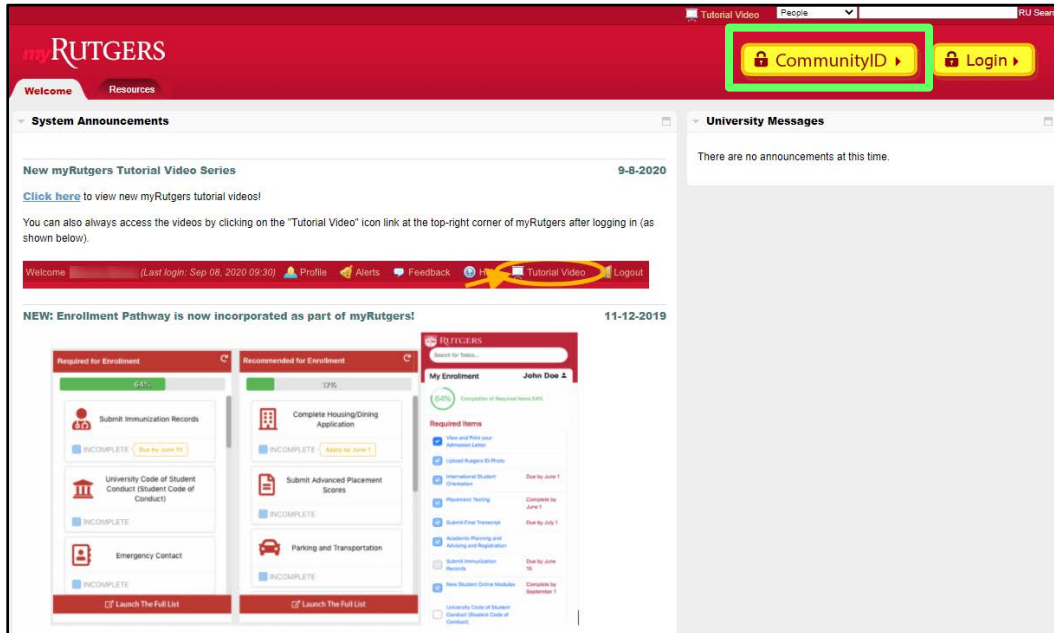
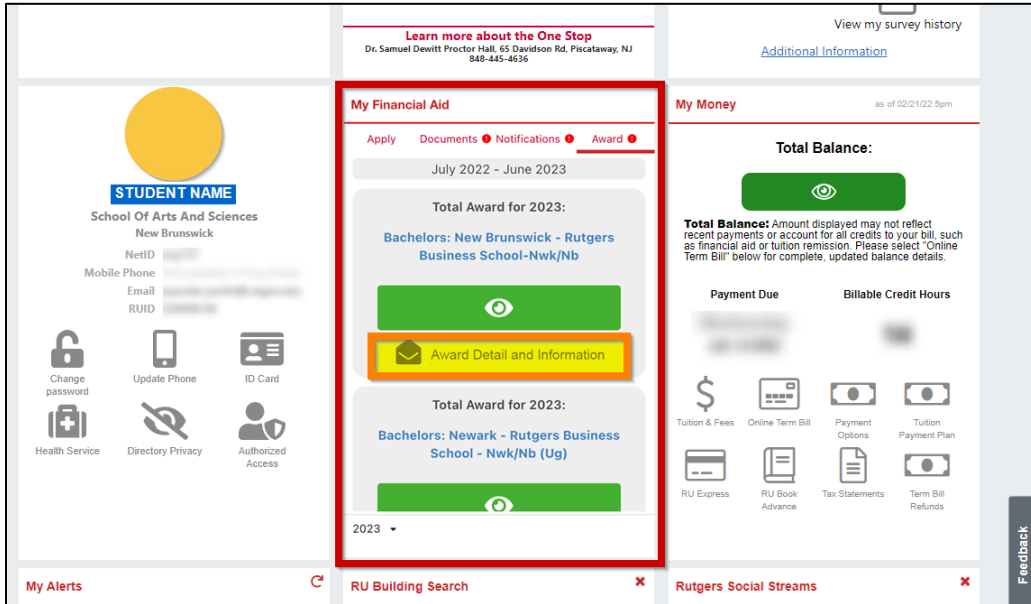


Logging In

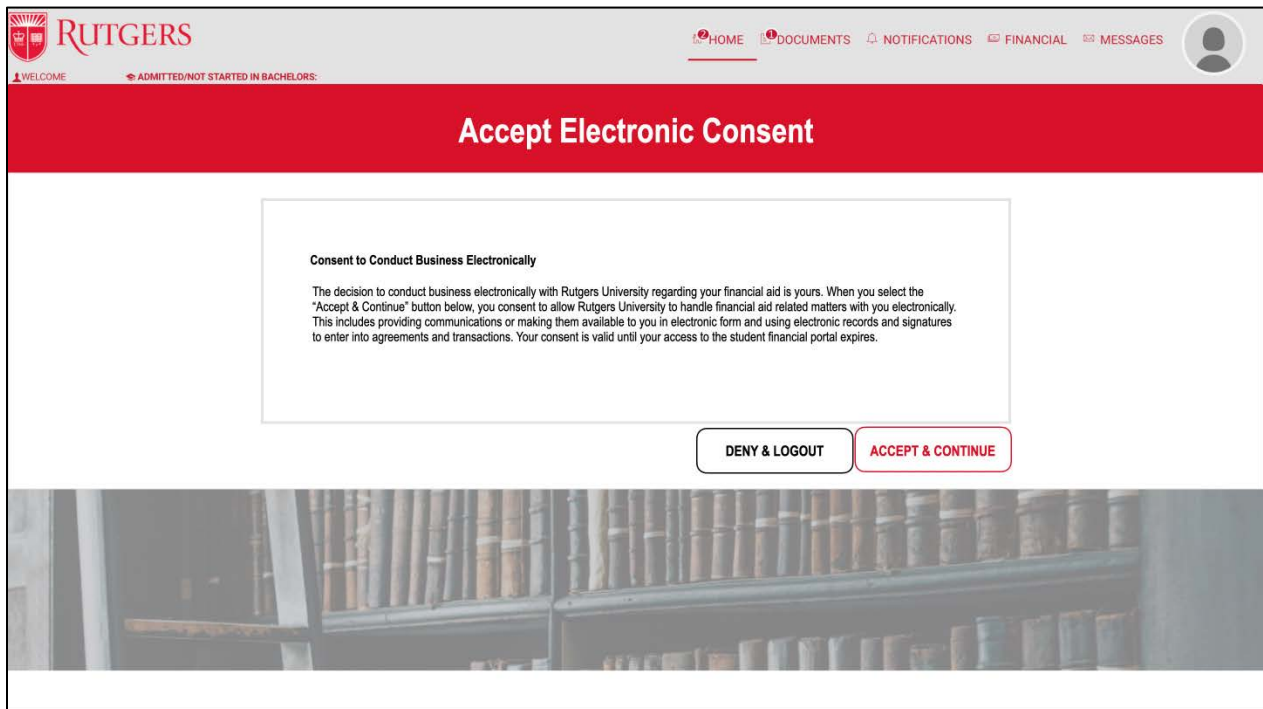
1. Once you have been granted Authorized User access by a student and created your Community ID, log in to your myGuest dashboard at my.rutgers.edu and click on the student card to launch the student dashboard.

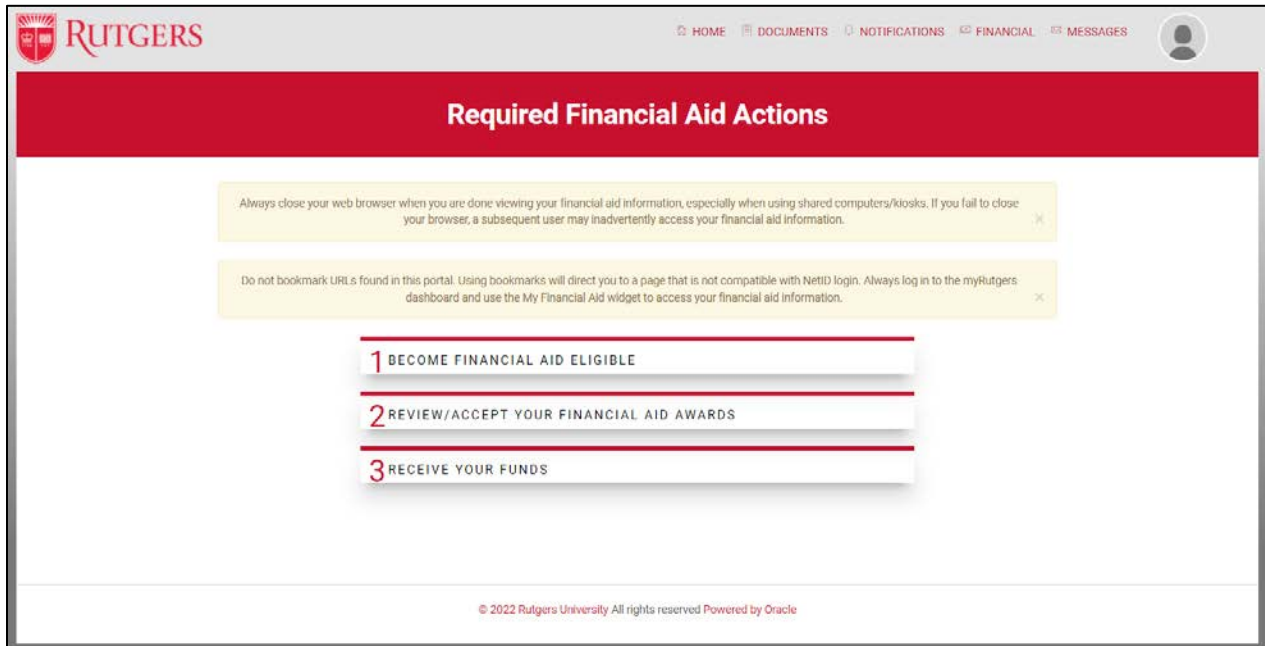


2. Locate the financial aid widget labelled *My Financial Aid*. To view the student's financial aid information in detail, click *Award* (within the widget) and then click *Award Detail and Information*. This will take you directly to the financial aid portal.
 - a. Note: you will only be able to complete this step if the student granted you access to view their financial aid information

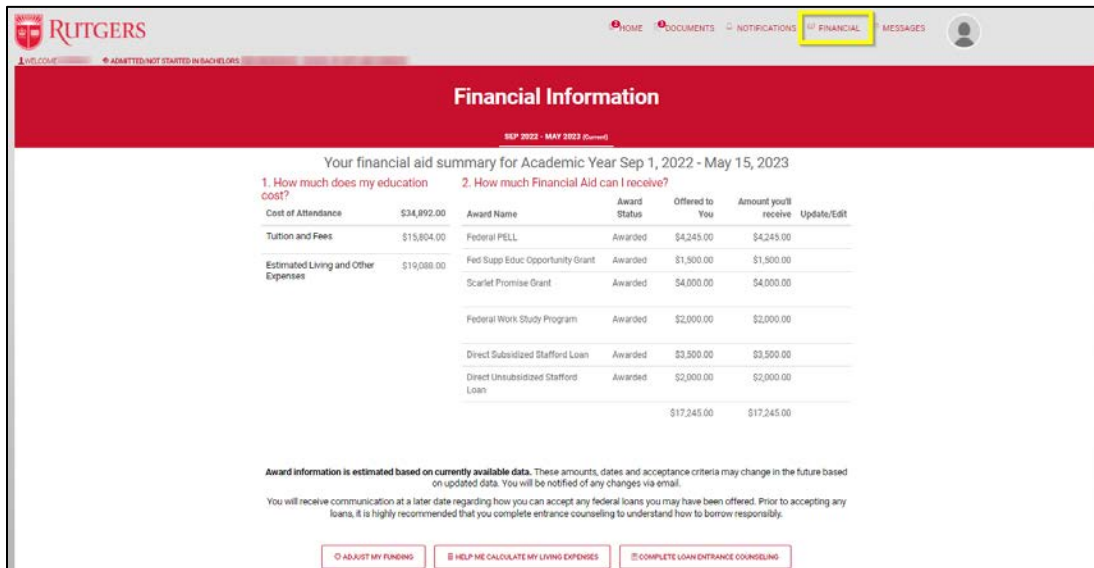


- You won't have to log in again, but the first time you enter the portal, you'll be asked to provide consent to do business electronically. Once you click *Accept & Continue*, you'll be brought to the financial aid portal home page.





4. To view the student's financial aid awards, click on the *Financial* tab.



5. Only access the financial aid portal through your myGuest dashboard. Do NOT bookmark the financial aid portal on your device. You will be unable to login.

6. Please log out and close your browser at the end of every session. If you have access to financial aid information for more than one student you must close your browser and log in

to your myGuest dashboard again at my.rutgers.edu, each time you would like to switch to view a different student's financial aid.

