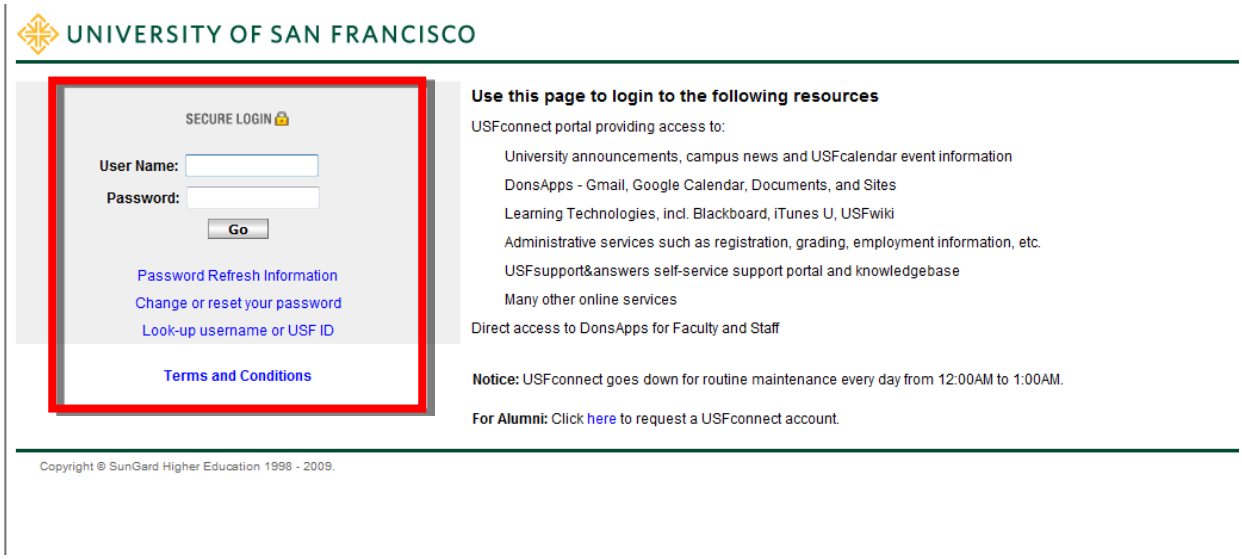
LOG INTO USF CONNECT – usfconnect.usfca.edu

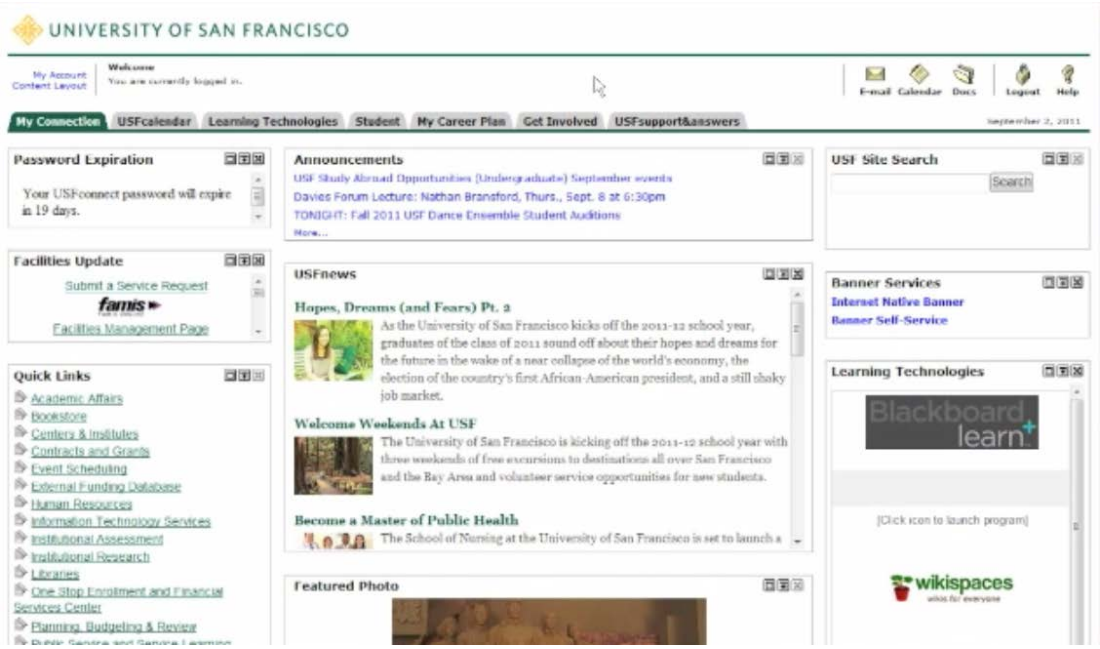
NEW STUDENTS: Before you log on to USFConnect, you will need to use your account information provided by the Admissions Office. If you have yet to receive instructions to set up your USF account and are admitted, contact the ITS Help Desk at (415) 422-6668 for assistance.

You should see a login screen similar to the one below:
Log in with your USF username and password



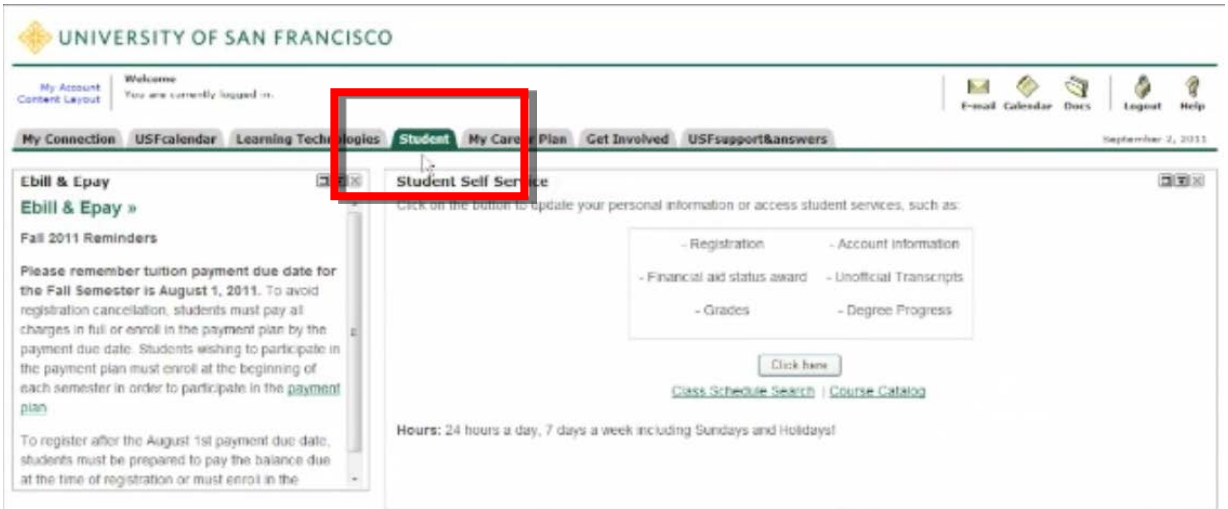
THE HOME PAGE

Once you are logged into the system you will see the screen below.

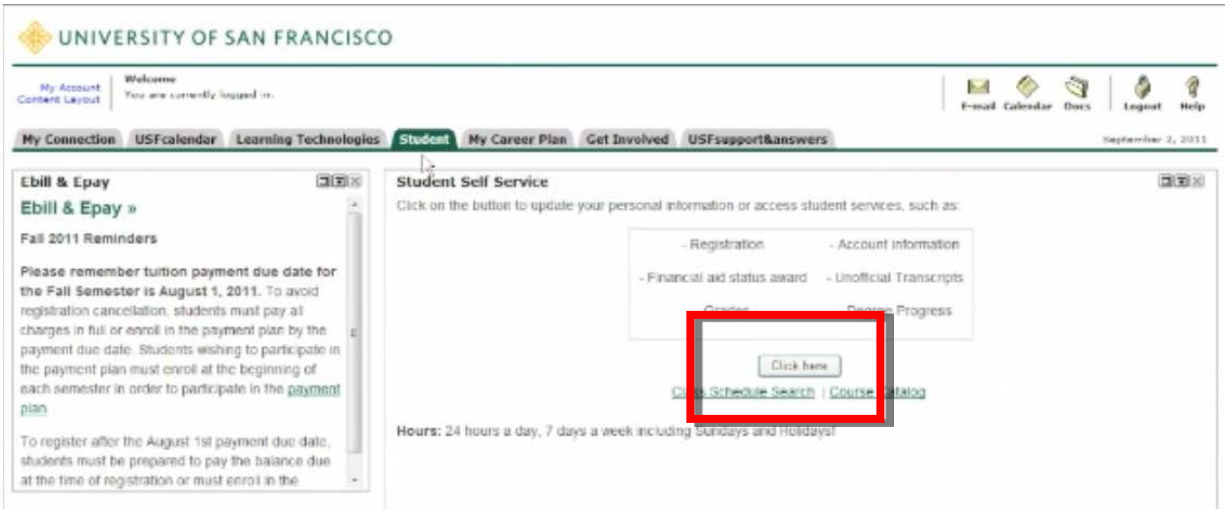


ACCESSING YOUR STUDENT ACCOUNT

Near the top, you can see menu items. Select the **Student** tab to access your student information (e.g., billing, financial aid, and registration).

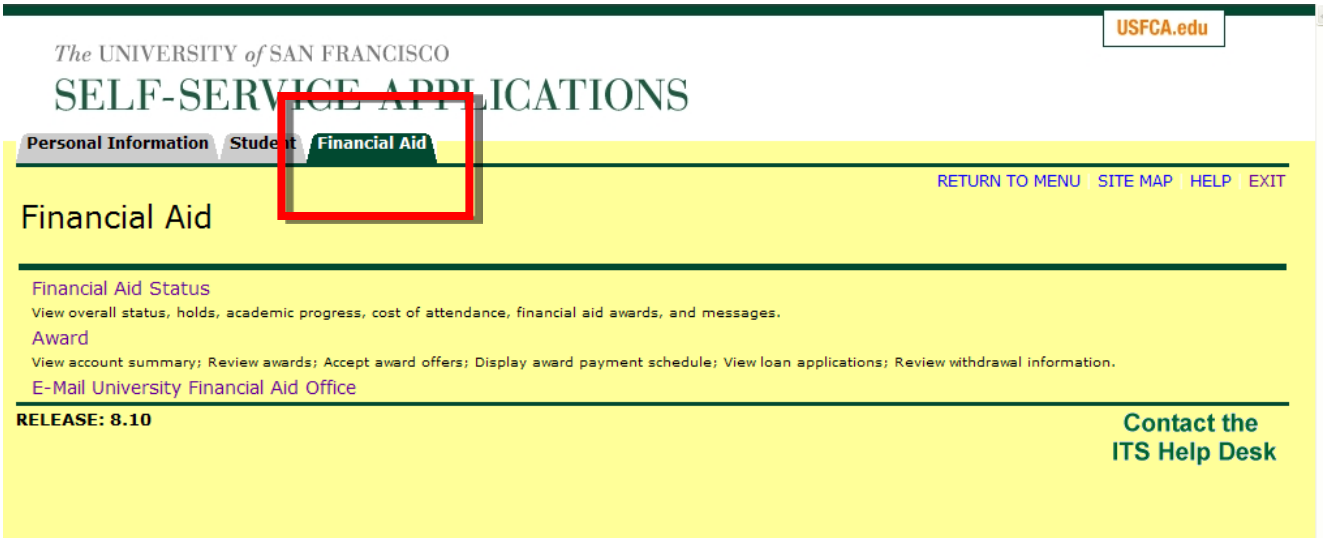


Select *Click Here* button to access Self-Service Applications



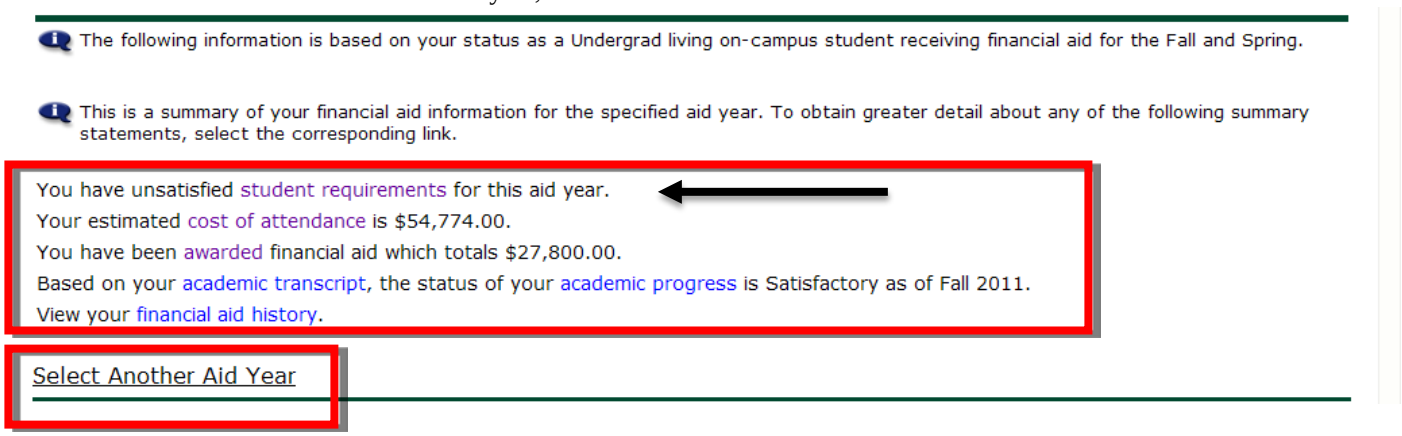
View Financial Aid Status and Awards

To view your financial aid, select **Financial Aid** tab

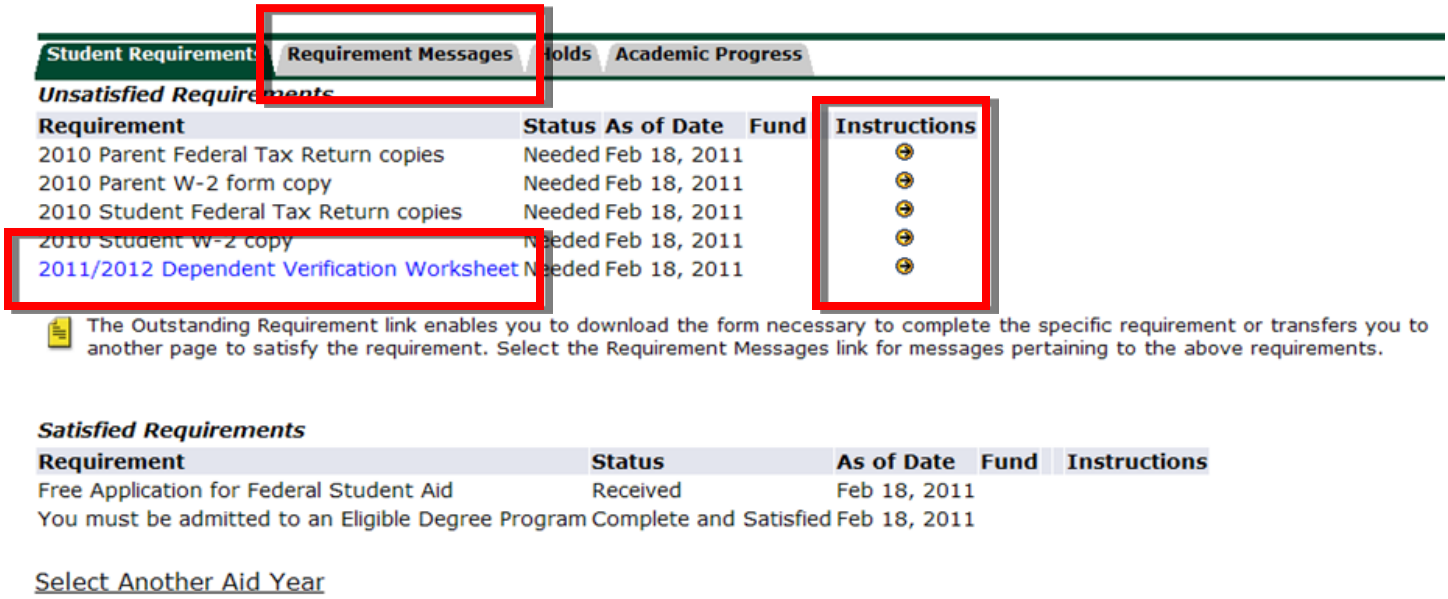


Click **Financial Aid Status** to view important information about your financial aid status, cost of attendance, awards, or additional to do items to process financial aid.

To view financial aid awards from another year, click *Select Another Aid Year*



As you can see by the example, the student has student requirements to complete. Select **student requirements** to view to do items.

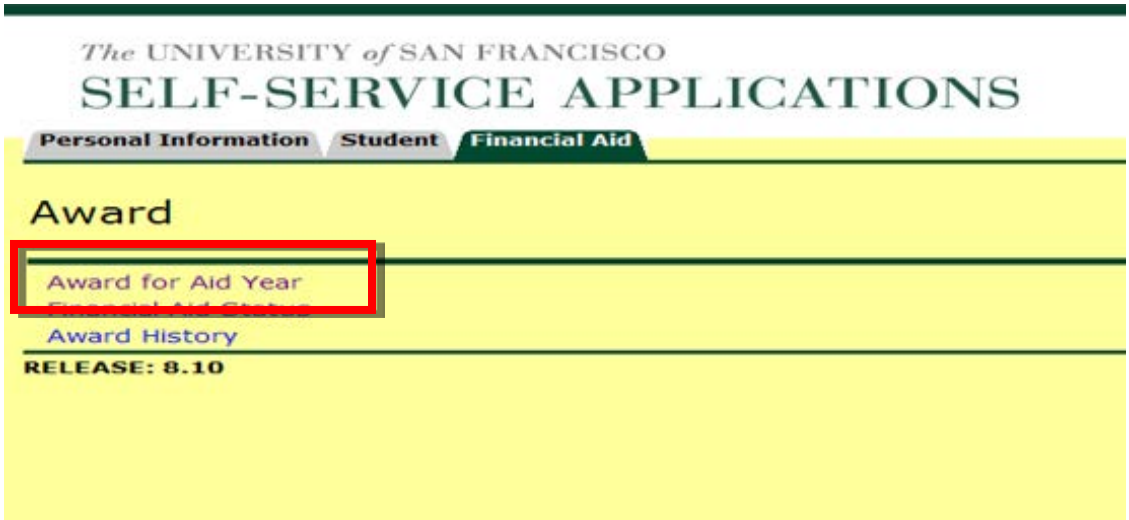


NOTE: If additional documents are requested, please submit those as soon as possible. Receipt of these documents may be necessary to package your aid or to disburse funds.

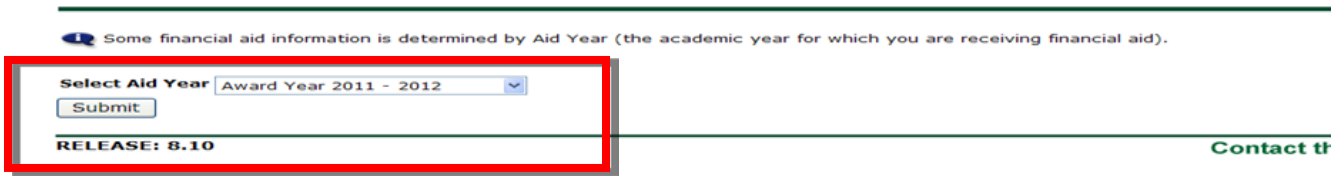
For specific instructions for each item, you can

1. Select **Requirement Messages** tab to view important messages for all the requirements listed;
2. **Click** on the *Instructions* arrow; or
3. **Select** the *name* to be directed to a form or web site.

If no items are requested, select **awarded** to link to view your financial aid offer information **OR** select the *Financial Aid* tab.

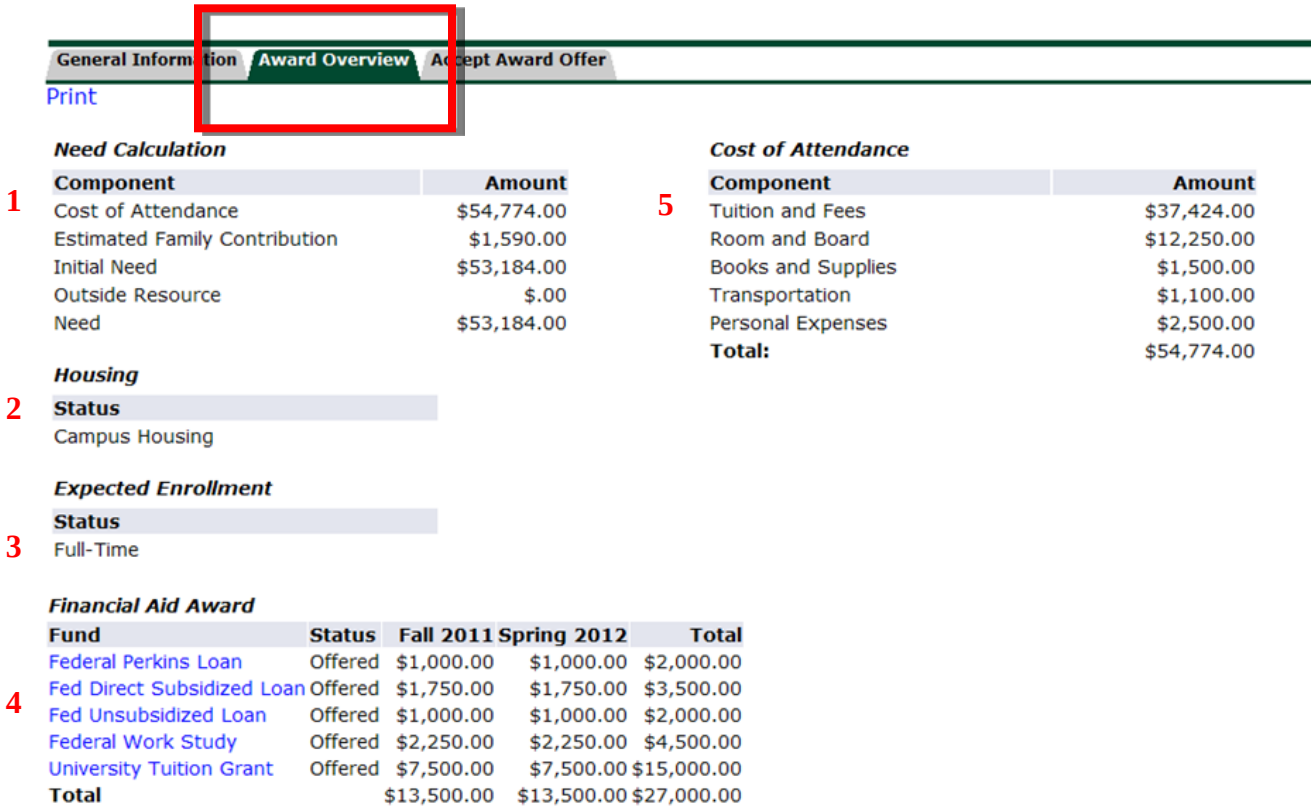


Select **Award for Aid Year**



Award Year = 2013-2014

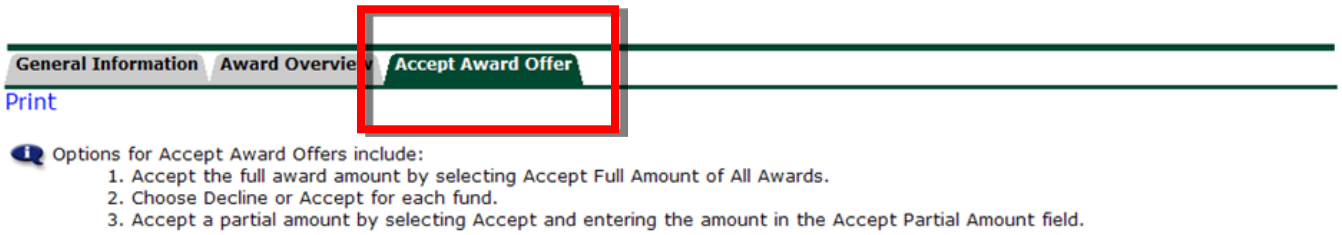
Select **Submit** button



The **Award Overview** tab provides a detailed list of your estimated cost of attendance (5); enrollment status at USF (2 and 3); calculation of financial need (1) based on FAFSA; and offered awards (4).

NOTE: The amount of financial aid awarded in an academic year equals the estimated cost of attendance. Remember to borrow only what is needed. Financial aid is also based on a student's expected enrollment and aid is equally divided between fall and spring semesters.

Select **Accept Award Offer** tab



General Information | Award Overview | Accept Award Offer

Print

Options for Accept Award Offers include:
1. Accept the full award amount by selecting Accept Full Amount of All Awards.
2. Choose Decline or Accept for each fund.
3. Accept a partial amount by selecting Accept and entering the amount in the Accept Partial Amount field.

Award Decision

Fund	Status	Fall 2011	Spring 2012	Total	Accept Award	Accept Partial Amount	Lender
Federal Perkins Loan	Offered	$1,000.00	$1,000.00	$2,0	Undecided		
Fed Direct Subsidized Loan	Offered	$1,750.00	$1,750.00	$3,0	Undecided		
Fed Unsubsidized Loan	Offered	$1,000.00	$1,000.00	$2,000.00	Undecided		
Federal Work Study	Offered	$2,250.00	$2,250.00	$4,500.00	Undecided		
University Tuition Grant	Offered	$7,500.00	$7,500.00	$15,000.00	Undecided		
Total		$13,500.00	$13,500.00	$27,000.00			

2 3

1 Accept Full Amount All Awards | Submit Decision

Unsatisfied Disbursement Requirements

Requirement	Status	As of Date	Fund	Instructions
2010 Parent Federal Tax Return copies	Needed	Feb 18, 2011		
2010 Parent W-2 form copy	Needed	Feb 18, 2011		
2010 Student Federal Tax Return copies	Needed	Feb 18, 2011		
2010 Student W-2 copy	Needed	Feb 18, 2011		
2011/2012 Dependent Verification Worksheet	Needed	Feb 18, 2011		

The Outstanding Requirement link enables you to download the form necessary to complete the specific requirement or transfers you to another page to satisfy the requirement. Select the Requirement Messages link for messages pertaining to the above requirements.

To accept aid*, you can

1. Select **Accept Full Amount All Awards** button to bypass the pull-down windows.
2. **Accept** or **Decline** by individual award, then select **Submit Decision** button.
3. Accept a lesser amount by entering an amount in the **Accept Partial Amount Lender** field and select **Submit Decision** button.

***NOTE:** If you are requesting the Federal Graduate PLUS loan, you must submit the *2013-2014 Law Graduate PLUS Loan Application* to the Office of Financial Aid, Kendrick Hall 238. *USF Connect* does not permit students to accept Graduate PLUS online.