



# View-Accept-Decline Awards in MyClarion Student Center

This step-by-step guide is for students who are admitted and need to accept, reduce, or decline offered federal direct loans in MyClarion Student Center.

# How to Accept or Decline Federal Direct Loans

## Step 1: Log into MyClarion (www.clarion.edu/myclarion).



# Step 2: Click on "Student Center".



Step 3: Click on "Accept/Decline Awards."



# Step 4: Click on the Aid Year you wish to view. For the 2017-18 academic year, select 2018.

### Financial Aid

## Select Aid Year to View

### Select the aid year you wish to view

Aid Year	Institution	Aid Year Description
2018	Clarion University of PA	Financial Aid Year 2017-2018
2017	Clarion University of PA	Award access not available.
2016	Clarion University of PA	Award access not available.
2015	Clarion University of PA	Award access not available.

Aid years listed indicate your access to eligibility information regarding your Financial Aid Application. Step 5: The student's award package will show any grants, scholarships and loans that the student is eligible to receive for the academic year.

#### Financial Aid

#### Award Package

#### Financial Aid Year 2017-2018

Your acknowledgement and/or changes were successfully processed. Please review the awards for correctness. Remember to 'Submit' your changes if you make further adjustments. Otherwise, check back periodically for updates to your financial aid package. Last Updated: 06/01/2017 11:15:11AM Status: Successful

Award	Category	Career	Offered	Accepted	Accept	Decline
<u>Federal Pell</u> <u>Grant 1</u>	Grant	Undergraduate	1,270.00	1,270.00		
<u>PHEAA State</u> <u>Grant</u>	Grant	Undergraduate	3,398.00	3,398.00		
<u>Direct Unsub.</u> Stafford Loan 1	Loan	Undergraduate	2,000.00	2,000.00	$\checkmark$	
<u>Direct Sub.</u> Stafford Loan 1	Loan	Undergraduate	5,500.00	5,500.00		
Total			12,168.00	12,168.00		
Currency used is US Dollar. accept all decline all clear all update totals   SUBMIT						

Account Inquiry

Request Counselor Action Return to Aid Year Selection Consumer Information Entrance Interview Information

To accept all loans listed in your award package, select "accept all" and click "Submit."

#### Financial Aid

#### Award Package

#### Financial Aid Year 2017-2018

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<u>PHEAA State</u> Grant	Grant	Undergraduate	3,398.00	3,398.00		
<u>Direct Unsub.</u> <u>Stafford Loan 1</u>	Loan	Undergraduate	2,000.00	2,000.00		
<u>Direct Sub.</u> <u>Stafford Loan 1</u>	Loan	Undergraduate	5,500.00	5,500.00		
Total			12,168.00	12,168.00		
Currency used is US Dollar. accept all decline all clear all update totals						

Account Inquiry Request Counselor Action Return to Aid Year Selection

Consumer Information Entrance Interview Information

### Step 6: Select "Yes."

#### Accept/Decline



To accept specific federal direct loans and decline others, use the check boxes in the "Accept" and "Decline" columns to accept/decline individual awards. To reduce an award, change the amount in the "Accepted" column you wish to receive. Please note, this amount will be divided equally between the fall and spring semesters except for summer loans. Summer loans only apply to summer.

#### Financial Aid

#### Award Package

Financial Aid Year 2017-2018

Your acknowledgement and/or changes were successfully processed. Please review the awards for correctness. Remember to 'Submit' your changes if you make further adjustments. Otherwise, check back periodically for updates to your financial aid package. Last Updated: 06/01/2017 11:15:11AM Status: Successful

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PHEAA State Grant	Grant	Undergraduate	3,398.00	3,398.00		
<u>Direct Unsub.</u> Stafford Loan 1	Loan	Undergraduate	2,000.00	0.00		
<u>Direct Sub.</u> Stafford Loan 1	Loan	Undergraduate	5,500.00	3000.00		
Total			12,168.00	12,168.00		
Currency used is US Dollar. accept all decline all clear all update totals   SUBMIT						

Account Inquiry Request Counselor Action Return to Aid Year Selection

Consumer Information Entrance Interview Information

## To decline all loans listed in your award package, select "decline all" and click "Submit."

**Financial Aid** 

#### Award Package

#### Financial Aid Year 2017-2018

Your acknowledgement and/or changes were successfully processed. Please review the awards for correctness. Remember to 'Submit' your changes if you make further adjustments. Otherwise, check back periodically for updates to your financial aid package.

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<u>Direct Unsub.</u> Stafford Loan 1	Loan	Undergraduate	2,000.00	0.00		
<u>Direct Sub.</u> Stafford Loan 1	Loan	Undergraduate	5,500.00	0.00		
Total			12,168.00	12,168.00		
Currency used is US Dollar. accept all decline all clear all update totals						

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### Step 7: On the confirmation page, select "OK."

### Accept/Decline

