

Navigating My Financial Aid

After you have logged in to the MySanDiego portal, hover over the **Torero Hub** tab and select the **My Financial Aid** link from the drop-down menu. The screen below should appear.

Please be sure you are looking at information for the appropriate academic year.

The screenshot shows the MySanDiego My Financial Aid portal. The top navigation bar includes the mySanDiego logo, the user's name (Good Afternoon), and links for Torero Mail and Sign Out. Below the navigation bar, there are tabs for Torero Hub, Torero Life, and Employee. The main content area is divided into several sections:

- Check Out The Numbers:** A list of statistics for the 2013-14 academic year, including USD students receiving over \$5.49 million in outside scholarships, 592 USD students holding Federal Work-Study jobs, and an average debt of \$29,100 for USD graduates.
- Free Book Drawing:** A promotion to win a free copy of "Your Money, the Missing Manual" or "Secrets to Winning a Scholarship" by clicking a link.
- Financial Aid Useful Links:** A list of links for forms and applications, entrance/exit loan counseling, verification information, office of financial aid, student employment, and various 2014-2015 and 2015 summer application forms.
- Financial Aid Ticker:** A red banner with the text: "Have you completed, signed, and sent all of the required information to USD? Remember: You must follow up on all Red Flags."
- Financial Aid Status:** A section for the current aid year (1 Aid Year) showing unsatisfied student requirements, an estimated cost of attendance of \$46,408.00, and a link to view the financial aid award. It also notes that there are financial aid credits in the account summary.
- Financial Aid Requirements:** A table listing requirements, funds, sources, terms, and statuses.
- Family Educational Rights and Privacy Act (FERPA):** A link at the bottom left.

Requirements	Fund	Source	Term	Status
Federal Direct Parent PLUS Loan Form	Parent PLUS Loan			🚩
Appeal Letter				✅
Free Application For Federal Student Aid				✅
Federal Work-Study Request Form	Federal Work-Study			✅
Intercession Financial Aid Application				✅
Outside Scholarship Document				✅
Summer Change of Status Form				✅
Federal Direct Loan Application Information	Federal Stafford Loan			✅

This is the main My Financial Aid screen. There are three main channels of information. The first is the **Financial Aid Status** channel, which contains links to important information about your financial aid. Below the Financial Aid Status channel is the **Financial Aid Requirements** channel. The Financial Aid Requirements channel lists any outstanding documents/applications that may be necessary to complete the processing of your financial aid application. Below the Financial Aid Requirements channel is the **Financial Aid Award** channel. The Financial Aid Award channel displays your Financial Aid Award package for the academic year you selected. The following information will help guide you through the My Financial Aid portion of the portal.

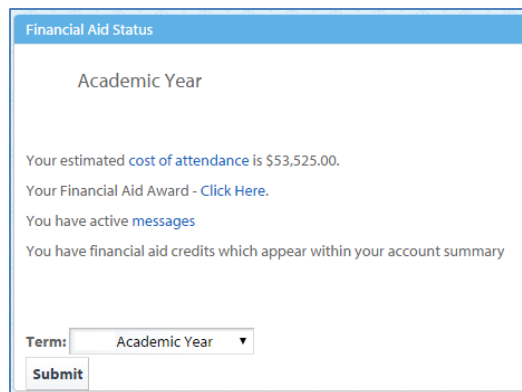
Financial Aid Status Channel

The **Financial Aid Status** channel contains links to important information about your financial aid. Each of the links is briefly explained below.

- The [cost of attendance](#) will give you a breakdown of the costs from tuition, books, fees, etc. based on your reported number of units and residency.
- The [award](#) will allow you to view your Financial Aid Award and how much aid you will be receiving each term.
- The [messages](#) will allow you to view any messages the Office of Financial Aid has sent you regarding your award, including important alerts.

Please see the following pages to view each screen in more detail.

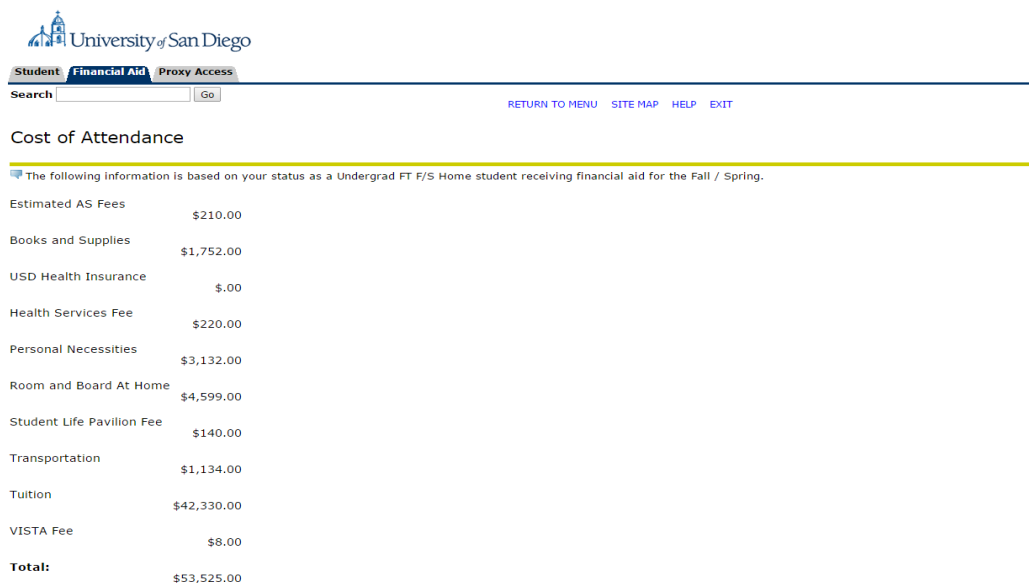
IMPORTANT: Check the status of your Financial Aid channel frequently. It is important to make sure your financial aid is up-to-date and all forms and applications are turned in on time. If you have any questions, contact the One Stop Student Center.



The screenshot shows a web interface titled "Financial Aid Status". It features a blue header bar with the title. Below the header, the text "Academic Year" is displayed. The main content area contains the following information: "Your estimated [cost of attendance](#) is \$53,525.00.", "Your Financial Aid Award - [Click Here](#).", "You have active [messages](#)", and "You have financial aid credits which appear within your account summary". At the bottom, there is a "Term:" label followed by a dropdown menu showing "Academic Year" and a "Submit" button.

Cost of Attendance

By clicking the [cost of attendance](#) link from the Financial Aid Status channel, you can view the screen below. This screen includes an estimated cost of attendance based on your reported number of units and residency. If you believe there is a discrepancy, please contact the One Stop Student Center.




















The screenshot shows the University of San Diego website. The header includes the university logo and name, navigation links for "Student", "Financial Aid", and "Proxy Access", a search bar, and utility links for "RETURN TO MENU", "SITE MAP", "HELP", and "EXIT". The main content area is titled "Cost of Attendance" and includes a disclaimer: "The following information is based on your status as a Undergrad FT F/S Home student receiving financial aid for the Fall / Spring." Below this is a table listing various costs and their amounts.

Estimated AS Fees	\$210.00
Books and Supplies	\$1,752.00
USD Health Insurance	\$.00
Health Services Fee	\$220.00
Personal Necessities	\$3,132.00
Room and Board At Home	\$4,599.00
Student Life Pavilion Fee	\$140.00
Transportation	\$1,134.00
Tuition	\$42,330.00
VISTA Fee	\$8.00
Total:	\$53,525.00

Financial Aid Requirements Channel

The **Financial Aid Requirements** channel lists the status of each of the requirements for your financial aid. This includes verification documents and/or loan applications, as well as information regarding scholarships.

The status will be indicated by a red flag, yellow triangle, or green check. Please see the key below for further information.

Requirements	Fund	Source	Term	Status
Federal Direct Parent PLUS Loan Form	Parent PLUS Loan			
Appeal Letter				
Free Application For Federal Student Aid				
Federal Work-Study Request Form	Federal Work-Study			
Interession Financial Aid Application				
Outside Scholarship Document				
Summer Change of Status Form				
Federal Direct Loan Application Information	Federal Stafford Loan			
Federal Direct Loan Application Information	Fed Unsubsidized Stafford Loan			
Summer Financial Aid Application				
Trust Loan Promissory Note	USD Trust Loan Program			
USD Trust Loan Application	USD Trust Loan Program			
Summer Unit Discrepancy Letter				
Request from parent or student to make a loan change.				
Promissory Note	USD Trust Loan Program			
Promissory Note	USD Trust Loan Program			
Promissory Note	USD Trust Loan Program			

Choose Another Year

[Message](#) [Holds](#) [Financial Aid Status](#)

Financial Aid Requirements Status Key



Red Flag: Outstanding Requirement

This means that something is missing from the information requested or the Office of Financial Aid has not received the requirement.



Yellow Triangle: Received Not Yet Reviewed/Pending

This means that the Office of Financial Aid has received your document and is processing it.



Green Check: Satisfied

This means that your requirement has been reviewed and processed. There is no further action required.

Financial Aid Award Channel

By clicking the [award](#) link from the Financial Aid Status channel or clicking into the Financial Aid Award channel, you will be sent to the main award screen (see example below). From this screen, you are able to access your **Award Overview** and **Accept Award Offer**, which is where you accept or decline each award. Each corresponding tab has been circled below.

Student **Financial Aid**
RETURN TO MENU SITE MAP HELP

Award Package

General Information
Award Overview
Resources/Additional Information
Terms and Conditions
Accept Award Offer
Special Messages

Click on each tab displayed on this page to view your financial aid award details for this aid year. If you have questions regarding your award: if you are an undergraduate or graduate student, please contact the One Stop Student Center (619-260-2700). If you are a law student, contact the Law School Financial Aid Office (619-260-4570).

Select Another Aid Year

RELEASE: 8.6
[[Award Messages](#) | [Overall Financial Aid Status](#) | [Loan Application History](#)]
powered by
SUNGARD HIGHER EDUCATION

Financial Aid Award Overview

The Award Overview tab allows you to view your Financial Aid Award. The Financial Aid Award is your Award Package offered by the Office of Financial Aid. This screen, as seen below, includes your financial aid need calculation, the housing status you listed on the FAFSA, Cost of Attendance and your Financial Aid Award. Each award is listed by semester and shows the current status. To accept or decline your award, you will need to go to the **Accept Award Offer** tab.

Award Package

General Information
Award Overview
Resources/Additional Information
Terms and Conditions
Accept Award Offer
Special Messages

Need Calculation

Component	Amount
Cost of Attendance	\$53,654.00
Estimated Family Contribution	\$19,829.00
Initial Need	\$33,825.00
Outside Resource	\$.00
Need	\$33,825.00

Housing

Status
Campus Housing

Expected Enrollment

Status
Unknown

Financial Aid Award

Fund	Status	Fall	Spring	Total
Federal Work-Study	Cancelled	\$.00	\$.00	
USD Grant	Accepted	\$18,475.00	\$18,475.00	\$36,950.00
Fed Direct Parent PLUS Loan	Offered	\$2,102.00	\$2,102.00	\$4,204.00
Fed Direct Parent PLUS Loan 2	Offered	\$3,000.00	\$3,000.00	\$6,000.00
Fed Direct Subsidized Loan	Cancelled	\$.00	\$.00	
Fed Direct Unsubsidized Loan	Cancelled	\$.00	\$.00	
Fed Direct Unsubsidized Loan 2	Offered	\$3,250.00	\$3,250.00	\$6,500.00
Total		\$26,827.00	\$26,827.00	\$53,654.00

Cost of Attendance

Component	Amount
Estimated AS Fees	\$186.00
Books and Supplies	\$1,620.00
Health Services Fee	\$94.00
Personal Necessities	\$2,250.00
Room and Board	\$11,602.00
Student Life Pavilion Fee	\$140.00
Average Stafford Loan Fee	\$75.00
Transportation	\$729.00
Tuition	\$36,950.00
VISTA Fee	\$8.00
Total:	\$53,654.00

Click the Print button located above the Need Calculation at the beginning of this page.

Accept Award Offer

The **Accept Award Offer** screen, as seen below, allows you to accept or decline each award you have been offered. For any awards that have not been previously accepted or declined, there will be a pull down menu on the right side of the award allowing you to select the appropriate action.

To reinstate a previously declined award or loan, please contact the One Stop Student Center.

Award Package

General Information | **Award Overview** | Resources/Additional Information | Terms and Conditions | **Accept Award Offer** | Special Messages



Notice of Disbursement and Right to Cancel a Federal Stafford, Perkins, or PLUS loan

Federal student and parent loan funds may begin crediting to student accounts up to 10 days prior to the start of the semester if all processes are complete. If your loan is not disbursed prior to the start of the semester, funds are received and credited on Tuesdays and Thursdays thereafter. Specific loan disbursement amounts and dates of credit to your student account may be viewed via your USD Student Account. To access your student account, click on the 'One Stop Services' tab and then 'View My Account' on the 'My Student Account' channel.

As a student or parent borrower, you have the right to cancel the entire loan or any portion (a specific disbursement) of any federal Stafford, Perkins or PLUS loan. Requests to cancel a specific loan disbursement may be submitted prior to the date of crediting to your account or within 14 days of notification. To request cancellation of a loan disbursement, please submit the request in writing to the Financial Aid Office via drop off at the One Stop Student Center, located at UC 126 or by fax to 619.849.8215.

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	Spring	Total	Accept	Award	Accept Partial Amount	Disclosures
Federal Work-Study	Cancelled	\$.00	\$.00					
USD Grant	Accepted	\$18,475.00	\$18,475.00	\$36,950.00				
Fed Direct Parent PLUS Loan	Offered	\$2,102.00	\$2,102.00	\$4,204.00	Undecided			
Fed Direct Parent PLUS Loan 2	Offered	\$3,000.00	\$3,000.00	\$6,000.00				
Fed Direct Subsidized Loan	Cancelled	\$.00	\$.00					
Fed Direct Unsubsidized Loan	Cancelled	\$.00	\$.00					
Fed Direct Unsubsidized Loan 2	Offered	\$3,250.00	\$3,250.00	\$6,500.00	Undecided			
Total		\$26,827.00	\$26,827.00	\$53,654.00				

Accept Full Amount All Awards Submit Decision

Financial Aid Messages

By clicking the [messages](#) link from the Financial Aid Status channel, you will be directed to the Messages screen, as seen below. It is **very important** that you check your financial aid messages frequently. Financial Aid Counselors use this screen to communicate important and urgent information to students regarding their financial aid.

Student | **Financial Aid**

Search

[SITE MAP](#) [HELP](#)

Messages

Message	Date Posted
Please click on this link: Understanding Your Financial Aid Award to review important information that will explain how your financial aid will help you pay your USD charges; the Terms and Conditions of your financial aid award; and USD's Satisfactory Academic Progress policy.	Dec 15,

[Select Another Aid Year](#)

[Overall Financial Aid Status]