



# PS 8.9 QUICK REFERENCE GUIDE

## VIEW FINANCIAL AID AWARDS

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### SELF SERVICE > STUDENT CENTER – FINANCIAL AID AWARDS

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This document will provide simple instructions for viewing Financial Aid Awards via the SIS.

1. **Login** to SIS
2. Navigate to **Self Service > Student Center – View Financial Aid**.
3. **Click** the **Aid Year** you wish to view.
4. The **Award Summary** page will open displaying showing the type of financial aid that will be made available to you for the year.
5. There is also a breakdown by term of how much you can expect to receive as a full-time student.
6. **Note** that the award shows as **Amount Offered** by **term**. This amount is based upon your taking at least twelve credit hours. If you take fewer than 12 credits, your grant awards will be adjusted.
  - o 12 or more credits - no adjustment needed
  - o 9, 10 or 11 credits - 75% adjustment
  - o 6, 7, 8 credits - 50% adjustment
  - o 1 to 5 credits - Most students would not receive aid for 1 to 5 credits. Some Pell Grant students and PTAP Grant students may qualify for these partial funds. Contact your campus financial aid office to determine if you are eligible to receive these funds.
7. Don't forget to click "**Sign Out**" on the top right-hand corner of the screen when you are finished.
8. **Note:** To view your **financial aid** and **tuition account** information for TNCC, you must set your Institution field in User Preferences to Thomas Nelson Community College.
9. **Students with questions about Financial Aid Awards should visit their campus financial aid office.**