

Self-Service

Students will use Webadvisor to access Self-Service Financial Aid at this time

Log into WebAdvisor. Click on the Students tab and then locate the Financial Aid section. Click **Financial Aid**.

	Log Out MAIN MENU	Contact Us
Students		
Employees		
Continuing	Education	

Students will use Webadvisor to access Self-Service Financial Aid at this time

	ENTS - WEBADVISOR FOR STUDENTS MENU
The following	ng links may display confidential information.
Please revie	w the 1098 Consent form below.
If you plan t	o enroll in Online, Hybrid or Virtual Courses, click here for important inform
The last d	ay to pay for the 2021 Spring Semester is January 6, 2021!
Student Forms	
_	
	Financial Information
View Account an Payment Plan	d Make Payments
Student Tax Infor	nation
	Financial Ald
Einancial Aid	
	Registration
Search for Section	Ins.
Register for Sect Register and Dro	ons o Sections (before the first day of the semester)
makes of a started started based based by the	for Continuing Education Classes

Log into Self-Service. Click Financial Aid.



The **Financial Aid Home** screen provides links to information regarding Required Documents, Satisfactory Academic Progress (SAP), Account Summary, Status of FA, Pell Lifetime Eligibility Used (Pell LEU), Offer Letter, Loan information and other important resources. This information varies based on the individuals current status with Financial Aid.

The following (2) slides show alternative ways to access the same information links



Alternative way to access Financial Aid information.

You can also access Financial Aid information from the Self-Service Home page by clicking the **Financial Information Icon** > **Financial Aid** > then select the desired item from the **drop down menu**.







Alternative way to access Financial Aid information.

From the Financial Aid Home page you can access specific information by clicking on the direct links on the page, or the submenu options by clicking on **Financial Aid** breadcrumb.



example: Topic Title

The remainder of this guide highlights the various information you can review under Financial Aid and how to locate the specific resource. The topic title will be indicated in the header as shown in the example above.

As a reminder :

- This information will vary based on the individuals current status with Financial Aid.
- There are multiple ways to access the same information. For the purpose of this guide, a combination of methods will be used.

Missing Documents

The Financial Aid Home page will indicate if you are missing any required documents. Click **Complete required documents**.

Welcome to Financial Aid! Use Colleague Self-Service Financial Aid to assist in managing your Financial Aid package from subm	nise		
Select an Award Year: 2020/2021 Academic Year			
Vour most recent Satisfactory Academic Progress (SAP) evaluation a(n) SATISFACT	ORY status. Please	<u>contact your Fin</u>	ancial Aid Counselor if you need further assistance.
You have missing documents! In order to complete your financial aid application some additional documentation is required before the Financial Aid office can evaluate your information. Complete required documents	+	Student Fina Amount Due Amount Overdue Total	so.00 \$0.00 \$0.00 \$0.00

Missing Documents

The Required Financial Aid Documents page displays documents you need to complete. Use the <u>direct link</u> under the Explanation column to access the document(s) with a status of incomplete.

Required Financia Be sure to submit ALL require	I Aid Documents ed documents before their due date to make sure your Financial Aid	d package is		
Select an Award Year:	2020/2021 Academic Year 🖌			
Document	Explanation	Due Date	Status	Attachments
20/21 Form 2 # in Hh/College	Complete the 20/21 Dependent Number in Household/Number in College Worksheet 20/21 Dependent Number in Household and Number in College Worksheet		Incomplete	
20/21 Form 6 Student Non Filer	Your FAFSA results indicate that you did not file a 2018 federal tax return. Please complete each of the following: 1) more Verification of 2018 Income Information for Student nontax		Incomplete	
	filers	40/20/2020		
20/21 FAFSA		10/30/2020	Received	

Missing Documents

Clicking on the direct link will open the fillable form in a new tab. **Print** and **sign** all required Financial Aid Forms. We are unable to accept electronic signatures.

COLLEGE	er of Hous	2020-2 ehold Memb (Dependent	021 ers and Nun ⊨Student)	nber in College	
Name Jane Doe			Student ID	0777777	
List below the people in the <u>paren</u> The student. The parent(s) (including a ste The parent(s) (including a ste The parents' other other if June 30, 2021, or if the other FAFSA for the 2020–2021 fin children do not live with the p Other people if they now live continue to provide mer unar For any household memb cartificate program at an ell. ble p 2021, include the name of th coll If more space is needed, provide	ts' household. epparent) even the parents would ancial aid ye arents with the parent in hair effert uding the parent or tsecondary lege. a separate parent	Include: if the student on the reliable of the liferovide more the end of the lifetonic of the l	s of live with the an ar of their a vol. oparental in 'no meet either t(s) provide more ne 30, 2021. Irolled <u>at least ha</u> tition any time bel	e norents. pport from July 1, 202 formation if they were of these standards ere a than half of their sup <u>If time</u> in a degree, di tween July 1, 2020, ar C ID number at the to	20, through completing a ven if the port and will ploma, or nd June 30, up.
Full Name (Please Print)	Age	Relationship	c	ollege	Will be Enrolled at Leas Half Time (Yes or No)
Jane Doe	20	Self		NCC	Yes

Print and Sign forms



Financial Aid Ways to Submit Missing Documents

Once you print, complete and sign missing forms, you can scan & save the form(s) to submit electronically to Financial Aid. See the upload missing documents steps.

If you are unable to submit missing documents electronically to Financial Aid for any reason, You can submit by one of these alternative methods:

- Mail: Attention: NCC Financial Aid P.O. Box 7488 Rocky Mount, NC 27804
- **Fax:** 252-451-8401
- In person: Building A -The front desk in Student & Enrollment Services

Upload Missing Documents

Click the Financial Aid breadcrumb and then select Student Forms from the submenu.



Upload Missing Documents

The Student Forms page will open in a new tab. Locate the Financial Aid Documentation Upload Form link.



Financial Aid Upload Missing Documents

The Financial Aid Documentation Upload Form will open in a new tab. Complete the form and then click **Attach Documents By Clicking this Button.** Locate the files(s) you previously saved.

Date of Birth *	Nash Student Email Account*
Middle Initial	Last Name *
J the Attach button below	
Fo attach multiple documents, click the "Attach" button below again	after you attach your first document. When you are
	Date of Birth *

Financial Aid Upload Missing Documents

Click on the file name to select the file you need to upload. Then click **Open.**

Videos Windows (C:)		
HP Port Rep (E:)	te	
File name: Submissions		 ✓ All Files ✓ Open Cancel

Financial Aid Uploa

Upload Missing Documents

Attached files will display above the Attach Documents button. Once you have attached all the files you would like to submit for Financial Aid, click **Submit**.



Satisfactory Academic Progress (SAP)

From the Financial Aid Home page click the **Financial Aid** breadcrumb and then select **Satisfactory Academic Progress** from the submenu. Satisfactory Academic Progress information will display.

≡ ♠	C, <u>Fin</u>	ancial Information	MUNITY COLLEGE	Satisfactory Aca You can view your Satisfac	ademic Progress tory Academic Progress for an evaluation period.		
ŧ	V Us	Financial Aid Home Required Documents	\id! d to assist in managing your Fir	Vou are curren	tly making satisfactory academic progress. Please contact	your Financial Aid Counselor if you need further assistance.	
Ó		My Awards Request a New Loan)21 Academic Year	SAP Status	Date Reviewed: 7/29/2020	SAP Details	
÷		Award Letter	tory Academic Progress (SAP) e	Evaluation Period:	2020SU - 2020SU	✓ Maximum Time Frame	105.00
		Federal Shopping Sheet	<u>,,</u>	Program:	Criminal Justice Technology	 Cumulative Attempted Hours 	29.00
٩	ſ	Satisfactory Academic Progress	1	SAP Status:	✓ SATISFACTORY	 Cumulative Completed Hours 	28.00
		Review your Finance	Is now ready! cial Aid Offer Letter	✓ What does SATISFACTOF	?Y Academic Progress mean?	✓ Cumulative GPA	3.077
		Review your Finan	ncial Ald Offer Letter			✓ Cumulative Completion Rate	96.55%

Pell Lifetime Eligibility Used (Pell LEU)

From the Financial Aid Home page, use the vertical scroll bar to locate the **Pell Lifetime Eligibility Used** section located towards the bottom left of the page.



You may need to scroll down to locate this section

Pell Lifetime Eligibility Used (Pell LEU)

Once you locate the **Pell LEU section**, you can use the arrow icon to toggle for additional information.

Completed Your application is being reviewed by a Financial Aid O Available Review your Financial Aid Officient	ffice
Pell Lifetime Eligibility Used Pell Lifetime Eligibility Used The amount of Federal Pell Grant funds you may receive over your lifetime is limited by federal law to be the equivalent of six years of Pell Grant funding. Since the amount of a scheduled Pell Grant award you can receive each award year is equal to 100%, the six-	264.322%



From the Financial Aid Home page click the **Financial Aid** breadcrumb and then select **My Awards** from the submenu. Award information will display. Use the **drop down menu** to choose an Award Year.

٠	Fin	ancial Information Financial Aid	Financial Aid Home
	V	Financial Aid Home	vid!
▦	Us	Required Documents	d to assist in managing yo
		My Awards	
\sim		Request a New Loan)21 Academic Year
÷		Award Letter	tory Academic Progress (
		Federal Shopping Sheet	
()		Satisfactory Academic Progress	is now ready!
		Review your Finance	ial Aid Offer Letter Incial Aid Offer Letter

Select an Award Year: 2020/2021 Aca	demic Year 🗸					
2020/2021 Academic Year 2020/2021 Academic Year Your most recer transmission reserves SAPLe valuation has a(n) SATISFACTORY status. Please contact your Financial Aid Counselor If you need further assistance.						
A change or update has been ma	de to your award pa	kage which requires your attention. Ple	ease review your offer letter.			
	You have the following Awards					
ou have the following Awa	ards					
Ou have the following Awa	ards olled full-time. If you	enroll less than full-time, the financial aid	I you actually receive may be less than what is stated here.	. Please contact your Financial Aid counselor if you have		
You have the following Awa our award package assumes you will be enri uestions about your enrollment status.	ards olled full-time. If you	enroll less than full-time, the financial aid	l you actually receive may be less than what is stated here.	. Please contact your Financial Aid counselor if you have		
You have the following Away our award package assumes you will be enn estions about your enrolment status. ew Disbursement Info Coop Scholarships and Grants Money you don't have to pay back	ards olled full-time. If you	enroll less than full-time, the financial aid \$6,345.00	I you actually receive may be less than what is stated here.	. Please contact your Financial Aid counselor if you have		
You have the following Awa our award package assumes you will be enrouse tons about your enrolment status. we Disbursement Info Conference of the status of the status Scholarships and Grants Money you don't have to pay back Award	ards olled full-time. If you Status	nroll less than full-time, the financial aid \$6,345.00 Total Awarded Amount	I you actually receive may be less than what is stated here.	Please contact your Financial Aid counselor if you have		



From the Financial Aid Home page click the **Financial Aid** breadcrumb and then select **Award Letter** from the submenu. Offer Letter page will display. Use the **drop down menu** to choose an Award Year.

•	Fin	ancial Information Financial Air	G · Financial Aid Home
	V	Financial Aid Home	Aid!
	Us	Required Documents	d to assist in managing yo
		My Awards	
~		Request a New Loan)21 Academic Year
÷		Award Letter	cory Academic Progress (
		Federal Shopping Sheet	
3		Satisfactory Academic Progress	is now ready!
		Review your Finance	ial Aid Offer Letter
		Review your Finar	ncial Aid Offer Letter

Financial Information · Financial Aid · Award Letter			
Offer Letter Please review your offer letter and contact the Financial Air For any questions			
Select an Award Year: 2020/2021 Academic Year			
2020/2021 Academ 2019/2020 Academic Year			\$6,345.00
<u>Offer Letter</u>			
Me nash community college	Office of Financial Ald PO BOX 7488 ROCKY MOUNT, NC 27804 (252) 428-7328		
		Date: 2/25/2021	
		Award Year: 2020/2021 Academic Year	
Dear			
The Financial Aid Office is pleased to offer you this financial aid award to help fund your	education for the above award year.		



To obtain a print/save friendly version of the Offer Letter, click the **Offer Letter** link. *Pop-ups must be enabled. This may look differently depending on browser settings*

Offer Letter Please review your offer letter and contact the Financian office for any questions	— + Automatic Zoom V 東 🖶 🗅 🖡
Select an Award Year: 2020/20 xc Year 2020/2021 Academ	Office of Financial Aid PO BOX 7488 ROCKY MOUNT, NC 27804 (252) 428-7328 Date: 8/13/2020 Award Year: 2020/2021 Academic Year
Mash community college	Dear The Financial Aid Office is pleased to offer you this financial aid award to help fund your education for the above award year. There is important information about the terms and conditions of your financial aid award. You must review the Financial Aid Information sheet located on the financial aid page of our website. This is also located on the financial aid page in WebAdvisor.

Financial Aid Eligible Award, Balance, & Refund

From the Financial Aid Home page click Go to Account Summary.

Welcome to Financial Aid! Use Colleague Self-Service Financial Aid to assist in managing your Financial Aid package from the	ssion to
Select an Award Year: 2020/2021 Academic Year	
Your most recent Satisfactory Academic Progress (SAP) evaluation has a(n) SATISFACTO	DRY us. Please contact your Financial Aid Counselor if you need further assistance.
Your Offer Letter is now ready! Review your Financial Aid Offer Letter Review your Financial Aid Offer Letter	Student Finance Account Summary Amount Due \$0.00 Amount \$1,240.00 Verdue Total \$1,240.00 Amount Due Go to Account Summary
Checklist	Resources

Financial Aid Eligible Award, Balance, & Refund

On the Account Summary page click Account Activity.

Account Summary View a summary of your account		
Account Overview		
Amount Overdue	\$1,240.00	
= Total Amount Due	\$1,240.00	Make a Payment
Total Account Balance	\$1,240.00	Account Activity
Spring 2021	\$1,240.00	
Fall 2020	\$0.00	
Summer 2020	\$0.00	
Spring 2020	\$0.00	

Eligible Award, Balance, & Refund

Use the drop down box to choose the term you would like to review.

To view more information about each area you can use the icons or the drop down box to show additional details.



Term Fail 2020 - Balance: \$0.00	Uiew Statement
Charges 51,726.53 - Financial Aid 53,173.00 + Edunds 51,446.47 = Balance 50.00	
Charges	\$1,726.53 🗸
Financial Aid	\$3,173.00 🗸
Refunds	\$1,446.47 🗸
Balance	\$0.00

Tax Information - 1098

From the Financial Aid Home page click the **Financial Information** breadcrumb and select **Tax information** from the submenu.

≡	Mich NASH C MMUNITY COLLEGE	Einancial Information · Tax Information	
•	Financial Information Financial Aid Financial Aid Home	Tax Information	
•••	Student Finance Financial Aid!	You have opted to receive your 1098 in electronic format.	ances
ŧ	C Financial Aid rvice 7 ncial Aid to assist in managing your Fin	Receive my 1098 only in electronic format By selecting this option, I agree to receive my official 1098-E and to receive my 1098 tax forms in electronic format, I will not recei my consent.	for 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting ve a paper 1098 statement. I understand that I have the ability at any time to return to this form and remove
۲	Select an Award Year: 2020/2021 Academic Year	1098 Statements	Electronic 1098 Consent History
_		Tax Year Notation	Date Consent Status 3/1/2021 9:30:25 AM Consent Given
	Your most recent Satisfactory Academic Progress (SAP) e		3/1/2021 9:30:20 AM Consent Withheld 3/1/2021 9:29:32 AM Consent Given

Important Resources

From the Financial Aid Home page use the vertical scroll bar to locate the **Resources** section located towards the bottom right of the page.

- Financial Information - Financial Aid - Financial Aid Home	
Welcome to Financial Aid! Use Colleague Self-Service Financial Aid to assist in managing your Financial Aid package from submission to completion.	
Select an Award Year: 2020/2021 Academic Year	
Vour most recent Satisfactory Academic Progress (SAP) evaluation has a(n) SATISFACTORY status. Please contact your Fit	nancial Aid Counselor if you need further assistance.
Your Offer Letter is now ready! Review your Financial Aid Offer Letter Review your Financial Aid Offer Letter	Rudent Finance Account Summary mount Due \$0.00 mount \$1,240.00 Verdue \$1,240.00 mount Due
2	io to Account Summary
Checklist	Resources
Completed Submit a Free Application for Federal Student Ald (FAFSA)	Helpful Links

Resources
Helpful Links
Master Promissory Note
FAFSA Application
NSLDS Information
Entrance Counseling
Loan Confirmation Form
Scholarship Application
SAP Appeal Form
Financial Aid Information