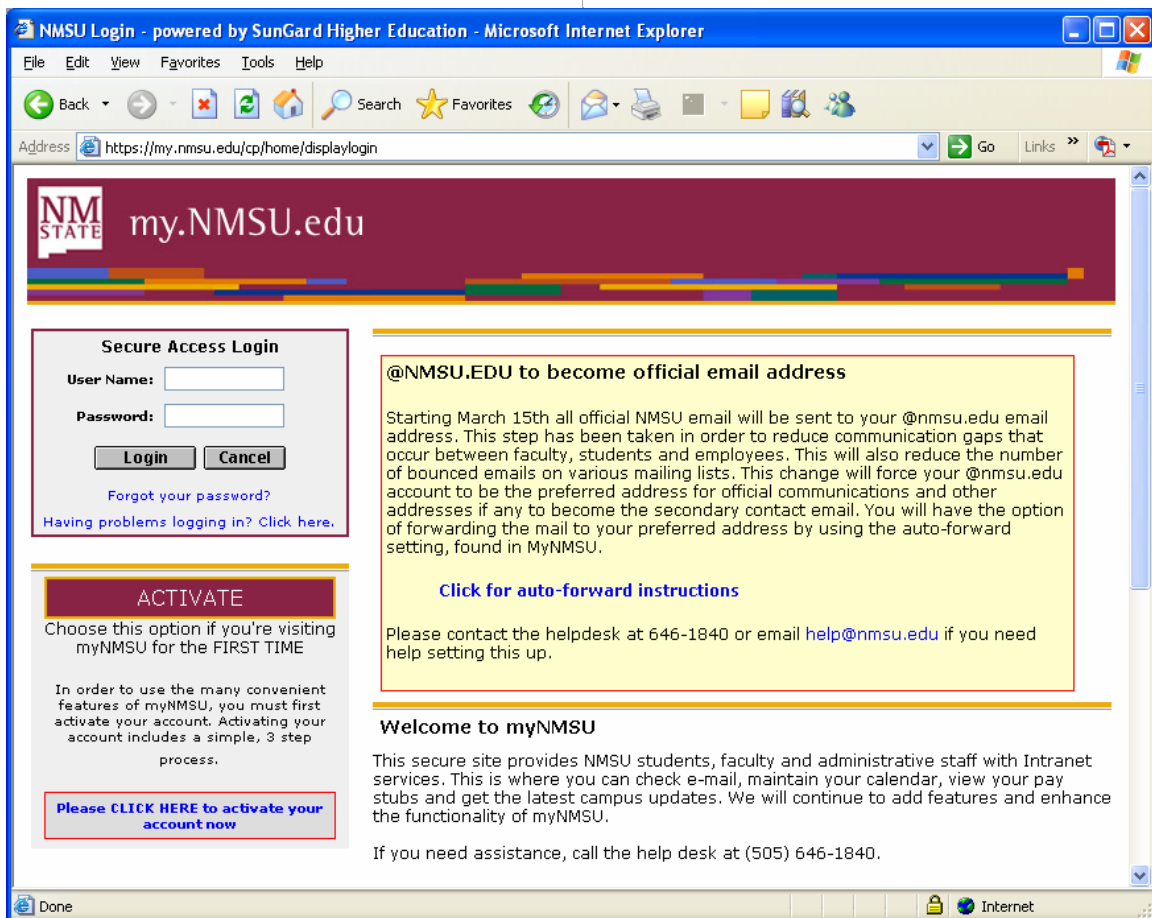


How to accept your award in Banner

Go to: <http://my.nmsu.edu> and login.



If you don't have an account, click on the following box to activate your account.

Please [CLICK HERE](#) to activate your account now

Now click on the **Student and Financial Aid** tab and expand **Banner Self-Service** by clicking once on the text. Then expand **Student and Financial Aid** , **Financial Aid 2007 – 2008**, **Award** and click on **Financial Aid Package**.

The screenshot shows the Luminis Platform interface in Microsoft Internet Explorer. The browser window title is "Luminis Platform - Microsoft Internet Explorer". The address bar shows the URL: http://my.nmsu.edu/cp/tag.517423cee30d7445.render.userLayoutRootNode.uP?uP_root=root&uP_sparam=activeTab&acti. The page header includes the NMSU logo and "my.NMSU.edu". Below the header, there is a "Welcome" message and navigation icons for "e-mail", "calendar", "groups", "logout", and "help". The main navigation menu includes "Home", "Tutorial", "Student and Financial Aid" (selected), "Employee", and "Sample". The date "April 25, 2007" is displayed in the top right corner.

The main content area is divided into three sections:

- Quick Links:** A list of links including "Registration", "Look Up Classes", "Student Records", "Student Account", "Financial Aid", "Degree Audit", "Class Schedule (PDF)", "Self Service User Guide", and "Employment (Ventana)".
- NMSU Events Calendar:** A section titled "NMSU Events Calendar" with the text "There are 31 NMSU events in the next seven days."
- Banner Self-Service:** A tree view showing the following structure:
 - Banner Self-Service
 - Personal Information
 - Student and Financial Aid
 - Registration
 - Student Records
 - Financial Aid 2006 - 2007
 - Financial Aid 2007 - 2008
 - Award
 - Financial Aid Package (highlighted with a red arrow)
 - Choose your Lender
 - Award Payment Schedule
 - Financial Aid Status
 - Eligibility
 - General Financial Aid
 - Student Account
 - Employee

The "Student Information" section on the right shows the following details:

- Name : NMSU User
- Name :
- NMSU ID
- Number :

At the bottom of the page, there is a copyright notice: "Copyright © SunGard 1998 - 2006." and the SunGard Higher Education logo.

Then select the Aid Year for which you want to accept your awards for and click **Submit**.

The screenshot shows a web browser window titled "Luminis Platform - Microsoft Internet Explorer". The address bar displays a URL from my.nmsu.edu. The page header includes the site name "my.NMSU.edu" and navigation links for "back to Student and Financial Aid Tab", "e-mail", "calendar", "groups", "logout", and "help". The main content area has tabs for "Personal Information", "Student and Financial Aid", and "Employee". Below the tabs is a search bar and links for "RETURN TO MENU", "SITE MAP", and "HELP". The section is titled "Aid Year" with a timestamp of "Apr 25, 2007 11:13 am". An information icon indicates that financial aid information is determined by the Aid Year. A dropdown menu labeled "Select Aid Year" is open, showing options: "Not Applicable/No Value Found", "Not Applicable/No Value Found", and "Financial Aid Year 2007-2008". A red arrow points to the dropdown menu. A "Submit" button is located below the dropdown. At the bottom, it says "RELEASE: 6.1" and "powered by SUNGARD SCT HIGHER EDUCATION".

You are now at the award page. From this page, you can accept or decline an award.

my.NMSU.edu

back to Student and Financial Aid Tab

e-mail calendar groups logout help

Personal Information **Student and Financial Aid** Employee

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

Accept Award Offers for Financial Aid Year 2007-2008

Apr 25, 2007 12:21 pm

To view important rules and regulations, see the [Financial Aid Guide](#)

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	Amount	Award Decision	Accept Partial Amount
LEAP--SSIG GRANT DA	Automatic Accept	\$1,000.00		
FED PELL GRANT DA	Automatic Accept	\$4,310.00		
FED STAFFORD SUB	Offered to Student	\$4,500.00	<input type="text" value="Decide Later"/>	<input type="text"/>
NM WS DA Campus	Offered to Student	\$2,800.00	<input type="text" value="Decide Later"/>	<input type="text"/>
Total		\$12,610.00		

Select Another Aid Year

Contact the [Financial Aid Office](#) if you wish to change an award that is in Accepted, Declined or Canceled status, or if you wish to make changes to an individual term award amount.

To accept or decline an award, simple click on the **Award Decision** column for each award and select either Decide Late, Accept, or Decline. Once you have made a selection for each award, click on the **Submit Decision** button.

my.NMSU.edu

back to Student and Financial Aid Tab

e-mail calendar groups logout help

Personal Information **Student and Financial Aid** Employee

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

Accept Award Offers for Financial Aid Year 2007-2008

Apr 25, 2007 12:21 pm

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FED PELL GRANT DA	Automatic Accept	\$4,310.00		
FED STAFFORD SUB	Offered to Student	\$4,500.00	Decide Later	<input type="text"/>
NM WS DA Campus	Offered to Student	\$2,800.00	Decide Later	<input type="text"/>
Total		\$12,610.00		

Select Another Aid Year

Contact the [Financial Aid Office](#) if you wish to change an award that is in Accepted, Declined or Canceled status, or if you wish to make changes to an individual term award amount.

The final result should look something similar to this:

my.NMSU.edu

back to Student and Financial Aid Tab

e-mail calendar groups logout help

Personal Information **Student and Financial Aid** Employee

Search Go SITE MAP HELP

Accept Award Offers for Financial Aid Year 2007-2008

Apr 25, 2007 12:24 pm

To view important rules and regulations, see the [Financial Aid Guide](#)

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	Amount	Award Decision	Accept	Partial Amount
LEAP--SSIG GRANT DA	Automatic Accept	\$1,000.00			
FED PELL GRANT DA	Automatic Accept	\$4,310.00			
FED STAFFORD SUB	Declined by Student				
NM WS DA Campus	Accepted by Student	\$2,800.00			
Total		\$8,110.00			

Select Another Aid Year

Contact the [Financial Aid Office](#) if you wish to change an award that is in Accepted, Declined or Canceled status, or if you wish to make changes to an individual term award amount.

[[Choose your Lender](#) | [Award Payment Schedule](#)]

RELEASE: 7.3.2

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