

MyNMSU

FINANCIAL AID

INSTRUCTION GUIDE



Financial Aid & Scholarship Services
fa.nmsu.edu

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Complete your FAFSA
Complete your FAFSA annually!
studentaid.gov



Complete Scholar Dollar\$
Opens October 1st
March 1st Priority Deadline
scholarships.nmsu.edu

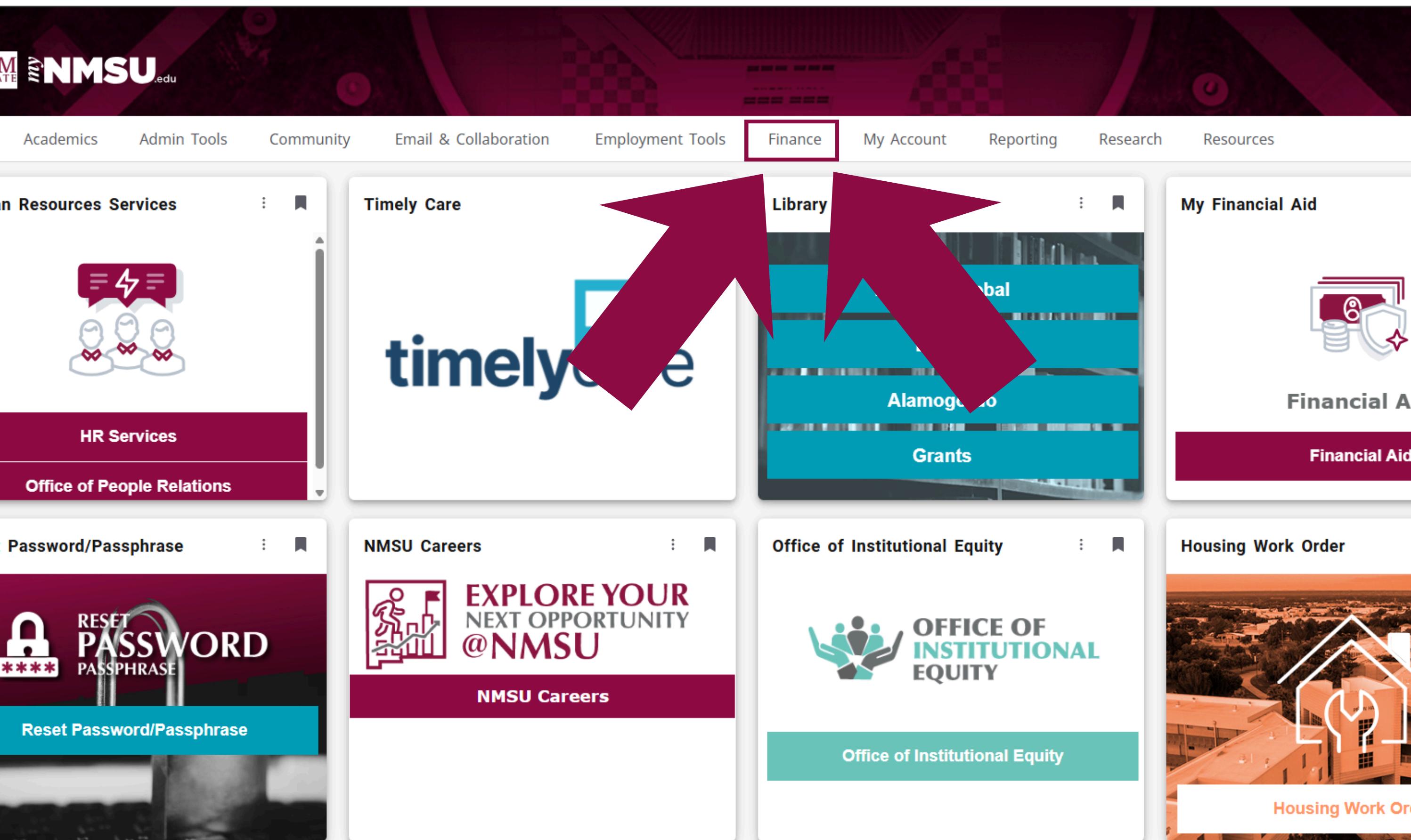


📞 575-646-4105
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🌐 fa.nmsu.edu

Signing In and Viewing your Financial Aid Requirements

Pages 3 - 7

Signing In and Viewing your Financial Aid Requirements



The image shows the MyNMSU dashboard. At the top, there is a navigation bar with links: Academics, Admin Tools, Community, Email & Collaboration, Employment Tools, Finance (which is highlighted with a red box), My Account, Reporting, Research, and Resources. Below the navigation bar, there are several service tiles. One tile for 'HR Services' is highlighted with a red box and has a large red double-headed arrow pointing to it from the left. Another tile for 'Finance' is also highlighted with a red box and has a large red double-headed arrow pointing to it from the top. Other visible tiles include 'Timely Care', 'Library', 'My Financial Aid', 'NMSU Careers', 'Office of Institutional Equity', and 'Housing Work Order'.

Visit
my.nmsu.edu
to sign into
your **MyNMSU**
account.

From this
screen, **select**
the Finance
Tab

Signing In and Viewing your Financial Aid Requirements

The screenshot shows the NMSU myNMSU dashboard with the following tiles:

- Pay NMSU/Payment Plan**: Features a money bag icon and a "Pay NMSU/Payment Plan" button.
- My Financial Aid**: Features a shield and coins icon and a "Financial Aid" button. This tile is highlighted with a red box and a red arrow pointing to it from the bottom.
- Scholar Dollar\$**: Features a sunset image and a "Log In" button.
- Tax Documents**: Features a tax document icon and a "Tax Documents" button.
- Business Affairs**: Features a handshake icon and a "Business Affairs" button.

From here, select

My Financial Aid



QUICK
TIPS

Click the Banner

to pin the tile!

Signing In and Viewing your Financial Aid Requirements

Financial Aid

Home Offer Financial Aid History Resources Notifications Satisfactory Academic Progress College Financing Plan

Student Requirements

 No actions are required at this time.

General Links

[FAFSA Application and Renewal](#)

[My Federal Aid Account and History](#)

[Financial Aid Office-All Campus](#)

[Loan Repayment](#)

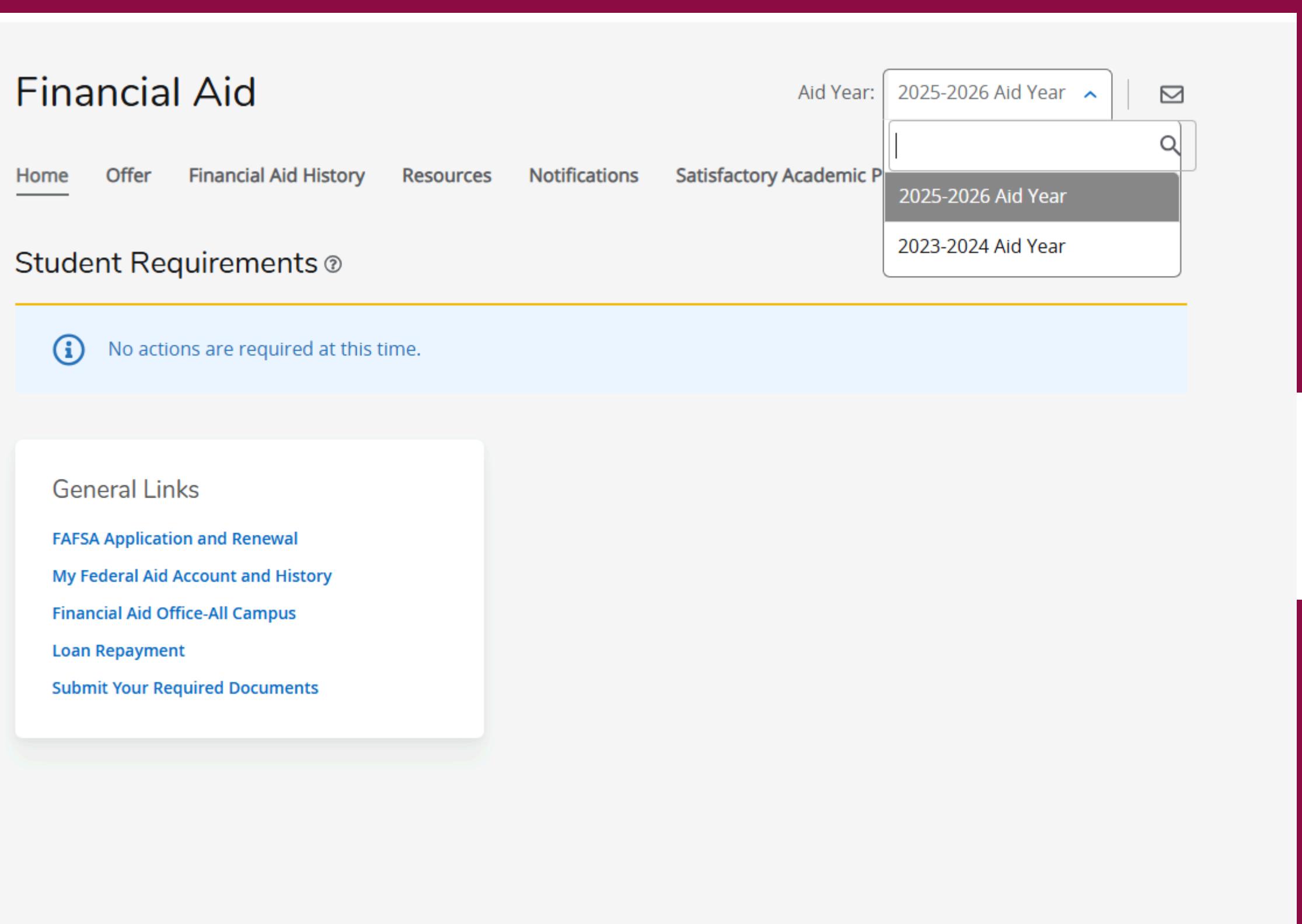
[Submit Your Required Documents](#)

The **Financial Aid Home page** will show any outstanding student requirements.

Unsatisfied requirements indicate we still need documents, forms, items, or additional actions from you.

Satisfied requirements indicate we have received all necessary items or actions for that specific requirement.

Signing In and Viewing your Financial Aid Requirements



The screenshot shows the 'Financial Aid' application interface. At the top, there is a navigation bar with tabs: Home (underlined), Offer, Financial Aid History, Resources, Notifications, and Satisfactory Academic P. On the right side of the top bar is an 'Aid Year' dropdown menu. The dropdown shows '2025-2026 Aid Year' as the selected option, with '2025-2026 Aid Year' and '2023-2024 Aid Year' as other options. Below the top bar, there is a section titled 'Student Requirements' with a sub-section 'General Links' containing links to 'FAFSA Application and Renewal', 'My Federal Aid Account and History', 'Financial Aid Office-All Campus', 'Loan Repayment', and 'Submit Your Required Documents'.

Ensure you are viewing the desired aid year by using the **Aid Year dropdown**

Aid Year can be selected from any of the **Financial Aid tabs**

You can find the **Aid Year drop-down menu** in the **top right corner**.

Viewing and Accepting your Financial Aid Awards

Pages 8 - 11

Viewing and Accepting your Financial Aid Awards

Financial Aid

Aid Year: 2025-2026 Aid Year



Home

Offer

Financial Aid History

Resources

Notifications

Satisfactory Academic Progress

College Financing Plan



Click
Here!

Click the **Offer** tab to view your **Financial Aid awards**.

Grants and Scholarships to Pay for College ②

Type	2024 Fall	2025 Spring	Amount
Opportunity Scholarship MA	\$500.00	\$500.00	\$1,000.00 ACCEPTED
	\$500.00	\$500.00	\$1,000.00
			-\$1,000.00
Net Cost <small>②</small>			\$14,521.60

On the **Offer page** you will view your financial aid.

You will pass your **Enrollment Status** and **SAI** (see slide 16) and **Cost of Attendance** (see slide 17) while scrolling down to your offers.

Viewing and Accepting your Financial Aid Awards

Grants and Scholarships will be shown first. This is referred to as **“gift aid”**.

Net Cost reflects your **Cost of Attendance** after subtracting your grants and scholarships.

Gift aid is **automatically accepted** and does not need to be accepted by the student.

Viewing and Accepting your Financial Aid Awards

Options to Pay Net Cost

Work

Type	2024 Fall	2025 Spring	Amount	Take Action
State WS HD No-Need (WST-...)	\$1,250.00	\$1,250.00	\$2,500.00	<input type="button" value="Select"/>
	\$1,250.00	\$1,250.00	\$2,500.00	
			-\$2,500.00	

Loans

Type	2024 Fall	2025 Spring	Amount	Take Action
Direct Subsidized Loan	\$1,250.00	\$1,250.00	\$2,500.00	<input type="button" value="Select"/>
Direct Unsubsidized Loan	\$500.00	\$500.00	\$1,000.00	<input type="button" value="Select"/>
	\$1,750.00	\$1,750.00	\$3,500.00	
			-\$3,500.00	

These awards can be accepted or declined by interacting with the **Select box** in the “Take Action” column.

Optional Aid will be shown below grants and scholarships. Optional Aid includes Work-Study and Federal Student Loans from your **FAFSA**.

Click **Submit** after selecting your desired actions, doing this will prompt you to review and accept the **terms and conditions**.

Accepting Terms and Conditions

Pages 12 - 13

Accepting Terms and Condition

Accepting or Declining your offered Loans or Work-Study will prompt you to accept the Terms and Conditions

Direct Subsidized Loan

- The Federal Direct Subsidized Loan is financial aid that must be repaid with interest. Students ARE NOT RESPONSIBLE for interest accrued while enrolled in school. A Master Promissory Note and Entrance Counseling is required of student loan borrowers. Students have up to 14 days after disbursement to cancel all or part of their loans.

Direct Unsubsidized Loan

- The Federal Direct Unsubsidized Loan is financial aid that must be repaid with interest. Students ARE RESPONSIBLE for interest accrued while enrolled in school. A Master Promissory Note and Entrance Counseling is required of student loan borrowers. Students have up to 14 days after disbursement to cancel all or part of their loans.

I acknowledge these terms and conditions.

Accept Award

An Unsatisfied **Terms and Conditions** requirement will not delay your financial aid disbursing to you and it will not affect any scholarships.

Accepting terms and conditions is part of accepting or declining federal student loans or work-study.

Expected Enrollment Status, SAI, & Cost of Attendance

Pages 14 - 16

Expected Enrollment Status, SAI, & Cost of Attendance

Expected **Enrollment Status** and **Student Aid Index** can be found near the top of the Financial Aid Offer tab. If your Expected Enrollment Status has changed, please contact the Financial Aid office.

Student Aid Index, or **SAI** is a number generated by Your **FAFSA** that helps determines eligibility for federal financial aid.

Expected Enrollment Status

Full-Time

Student Aid Index

\$0.00

An eligibility index number that determines how much financial aid you would receive if you attend the school.

Expected Enrollment Status, SAI, & Cost of Attendance

Cost of Attendance is the estimated cost to attend NMSU for one academic year.

COA includes tuition and fees; housing & meals; allowances for books, supplies, transportation, loan fees, and personal expenses related to attending school.

COA DOES NOT reflect actual charges or what you owe!

Cost of Attendance

Billable Items

Type	2025 Fall	2025 Spring	Amount
Tuition	\$1,726.80	\$1,726.80	\$3,453.60
	\$1,726.80	\$1,726.80	\$3,453.60

Non Billable Items

Type	2025 Fall	2025 Spring	Amount
Housing & Food	\$3,141.00	\$3,141.00	\$6,282.00
Books & Supplies	\$625.00	\$625.00	\$1,250.00
Transportation	\$891.00	\$891.00	\$1,782.00
Personal Expenses	\$1,377.00	\$1,377.00	\$2,754.00
	\$6,034.00	\$6,034.00	\$12,068.00

\$15,521.60

Uploading Financial Aid Documents

Pages 17 - 21

Uploading Financial Aid Documents

Financial Aid

Home

Offer

Financial Aid History

Resources

Notifications

Satisfactory Academic Progress

College Financing Plan

Aid Year: 2025-2026 Aid Year



Click
Here!

General Links

[FAFSA Application and Renewal](#)

[My Federal Aid Account and History](#)

[NMSU Financial Aid Office](#)

[Loan Repayment](#)

[Submit Your Required Documents](#)

Scroll to the bottom of the **Home** page to view the **General Links Box**

Select **Submit Your Required Documents** from the **General Links Box**

Make sure to select the correct **Aid Year!**

Click
Here
Next!



Uploading Financial Aid Documents

Requirements Requested

Below are requirements for your Financial Aid account. The requirements link enables you to download the form necessary to complete the specific requirement or transfers you to another page to satisfy the requirement.

When submitting requirements, make sure your full name and Aggie ID are on all documents. **Please follow the directions for each requirement and upload your documents as a PDF(s) to complete your file.** Requirements may also be submitted by email, fax, mail, or in person. We recommend that you keep a copy of the documents you submit to the Financial Aid office. If Verification requirements are not completed, we will not be able to disburse your financial aid awards.

If you have any questions, please contact the Financial Aid office at your campus.

Select Aid Year: 2425 ▾

The Requirements link enables you to download the form necessary to complete the specific requirement or transfers you to another page to satisfy the requirement.

Unsatisfied Requirements

Requirement	Status	As of Date..	Fund	Term	Files	Upload
Accredited HS Final Transcript (after graduation) or GED Your account has been flagged for Verification of Accredited High School Transcript or GED Certificate. One of two things could be happening. First, we are waiting on your final transcript to be submitted following your graduation. Second, question 26 on your FAFSA could have been left blank. Please submit a sealed official final high school transcript by mail or in person to the NMSU Admissions Office. If you received a GED, submit your GED certificate to the NMSU Admissions Office. (These cannot be uploaded electronically.)	Required	Sep 06, 2024				
Student /Spouse 2022 IRS W-2 Forms Please provide a copy or your and if applicable your spouse's IRS W-2 Form. Your IRS W-2 Form is mailed to you at the beginning of the calendar year from your employer. If you no longer have access to this document, copies are available from your employer or the IRS.	Required	Sep 16, 2024				Choose File
Terms and Conditions Your federal, state or institutional aid has been awarded or adjusted as indicated on your award summary. You must agree to the terms and conditions, including any program-specific conditions linked to your awards.	Required	Sep 06, 2024				

◀ ▶ Page 1 of 1 Per Page 100 ▾ Records Found: 3

Click **Choose File** in the upload column for the respective requirement you wish to upload documents for.

Uploading Financial Aid Documents



BE BOLD. Shape the Future.
New Mexico State University

Requirements
Below are requirements for your financial aid application. When submitting requirements, make sure they are complete and accurate. Requirements may also be submitted by email, fax, or mail. If you have any questions, please contact the Financial Aid Office at 505-642-5200.

Select Aid Year: 2024

The Requirements link enables you to upload documents to satisfy the requirement. Unsatisfied Requirements link enables you to upload documents to satisfy the requirement.

Accredited HS Final Transcript (after graduation): If your account has been flagged for graduation, two things could be happening. First, you may be flagged for graduation. Second, question 26 on the application asks for a high school transcript by mail or internet. If you have an ED certificate to the NMSU Admissions Office, you can upload it here. Student/Spouse 2022 IRS W-2 Form: Please provide a copy of your and your spouse's W-2 forms from the beginning of the calendar year to the end of the year available from your employer.

Terms and Conditions: You must agree to the terms and conditions before you can upload documents.

Page 1 of 1

Unsatisfied Requirements

Requirement	Status	As of Date ...	Fund	Term
Loan Entrance Counseling	Accepted	Sep 06, 2024		

Choose file to upload
Choose File No file chosen
Select Cancel

Click Here!

Click Choose File to open your file explorer

Select the document you wish to upload from your device.

Then Click Here!

Click Choose File to open your file explorer

Select the document you wish to upload from your device.

Click Select after you have chosen your file to upload.

Uploading Financial Aid Documents

Requirements F

Below are requirements for your E

When submitting requirements, may also be submitted by email, f your financial aid awards.

If you have any questions, please

Select Aid Year: 2425 ▾

The Requirements link enables

Unsatisfied Requirements

Requirement

Accredited HS Final Transcript (after

Your account has been flagged for two things could be happening. First, graduation. Second, question 26 on your high school transcript by mail or in your GED certificate to the NMSU Adm

Student /Spouse 2022 IRS W-2 Form

Please provide a copy or your and
at the beginning of the calendar y
are available from your employer

Terms and Conditions

Your federal, state or institutional
must agree to the terms and cond

...and the other side of the coin.

Page 1 of 1

1. **What is the primary purpose of the study?** (check all that apply)

S. J. GOLDBECK

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July 1, 2024 – June 30, 2025

FAFSA® Form
Free Application for Federal Student Aid

Federal Student Aid
An OFFICE of the U.S. DEPARTMENT of EDUCATION

Use this form to apply free for federal and state student grants, work-study, and loans. Or apply free online at fafsa.gov.

Apply by the Deadlines

For federal aid, submit your application as early as possible, but no earlier than **December 2023**. We must receive your application no later than **June 30, 2025**. Your college must have your correct, complete information by your last day of enrollment in the 2024–25 school year.

For state or college aid, the deadline may be as early as December 2023, and you may need to complete additional forms. Check with your high school counselor or a financial aid administrator at your college. See the state deadlines on page 2. If you are applying close to a deadline, we recommend you submit your FAFSA form online at fafsa.gov. It's the fastest and easiest way to apply for aid.

Fill Out the FAFSA® Form

The FAFSA form has five sections: Student, Student Spouse, Parent, Parent Spouse or Partner, and Preparer. To determine who needs to provide their information, consult "[Who must provide information on the FAFSA form?](#)", on page 3.

You may fill the answer fields electronically and then print the form, or print the form first and complete it by hand. If you complete the form by hand, use dark ink and write clearly, as shown below. A computer will process this form; therefore:

- Fill in both circle and square answer fields completely:
Correct Incorrect
- For circle answer fields, choose only one response;
for square answer fields, choose all that apply:
- Print in BLOCK CAPITAL letters and skip a box between words;
for multi-line responses, wrap any incomplete words onto next line:

1	4	1	6	P	L	U	M	S
T	A	P	T	4				

Continue on next line.
- Report dollar amounts such as \$12,356.41 without cents.

2024–25 FAFSA®

Submit **Cancel**

atisfy the requirement.

plete your file. Requirements we will not be able to disburse

ent.

File

Review your document using the preview window.

Select **Submit** from the bottom left of the screen when you are ready to upload.

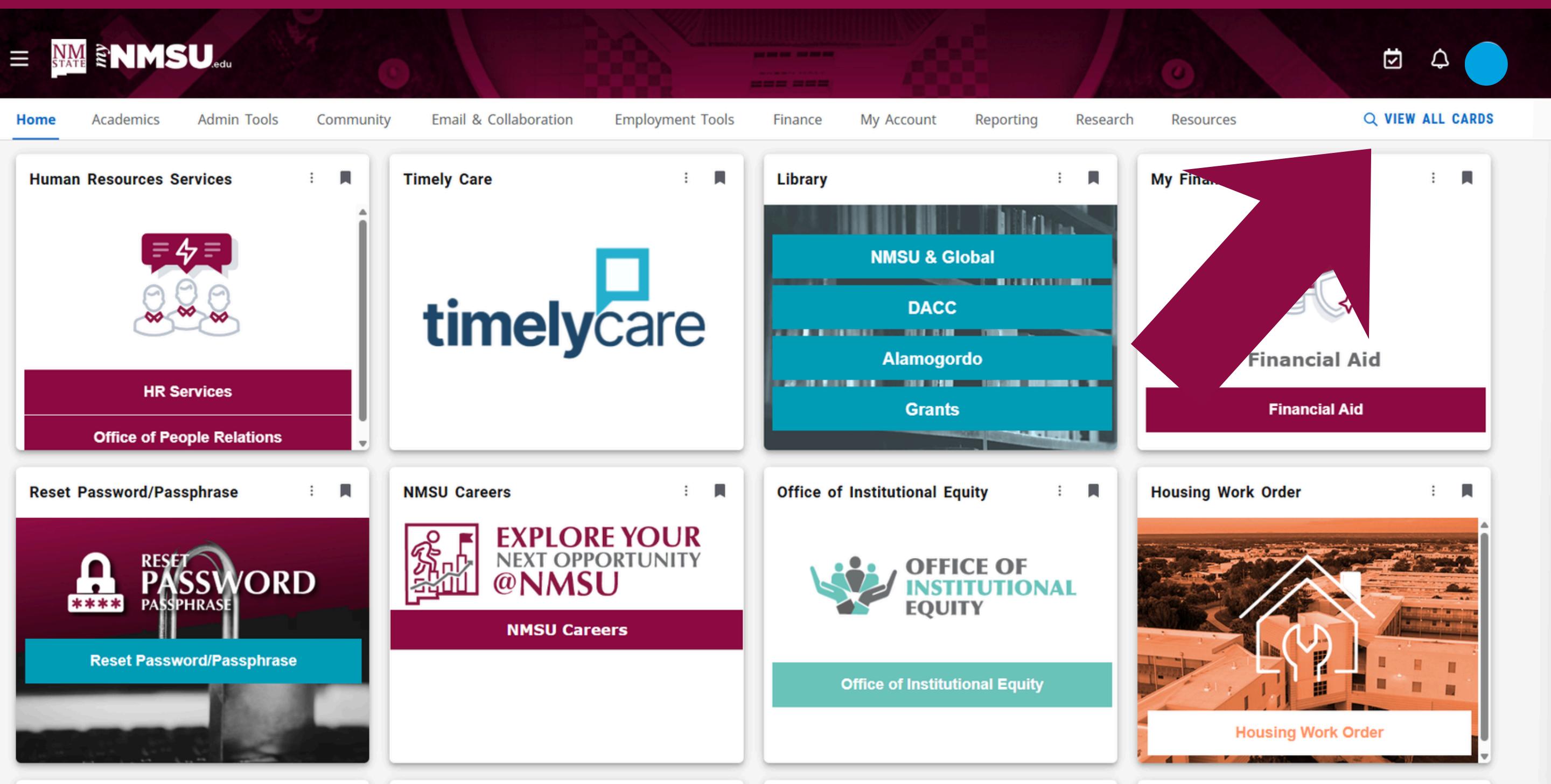


**Click
Here!**

Viewing your Balance

Pages 22 - 25

Viewing your Balance



myNMSU.edu

Home Academics Admin Tools Community Email & Collaboration Employment Tools Finance My Account Reporting Research Resources [VIEW ALL CARDS](#)

Human Resources Services

HR Services

Office of People Relations

Reset Password/Passphrase

RESET PASSWORD PASSPHRASE

Reset Password/Passphrase

Timely Care

timelycare

Library

NMSU & Global

DACC

Alamogordo

Grants

My Financial Aid

Financial Aid

Financial Aid

NMSU Careers

EXPLORE YOUR NEXT OPPORTUNITY @NMSU

NMSU Careers

Office of Institutional Equity

OFFICE OF INSTITUTIONAL EQUITY

Office of Institutional Equity

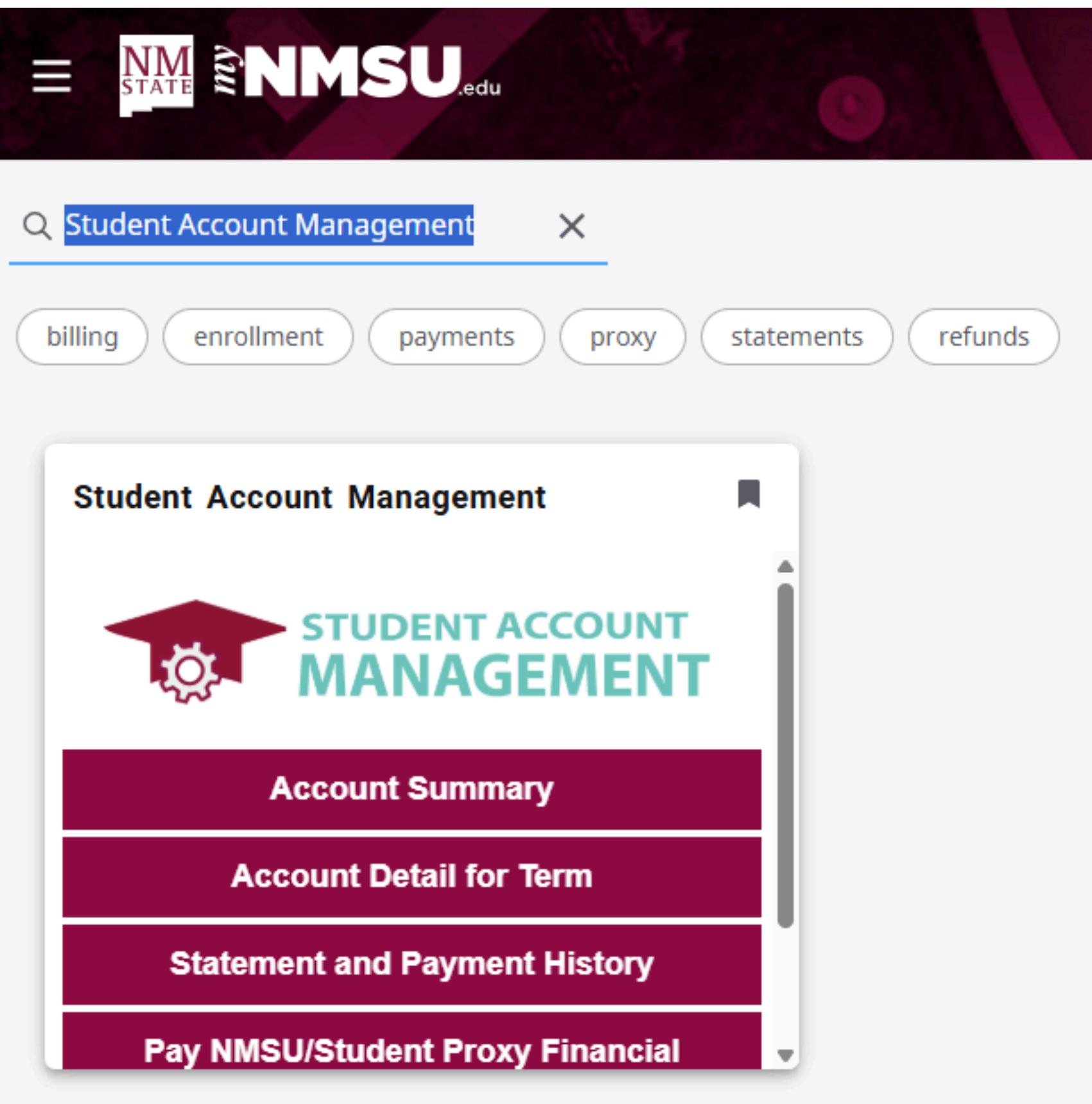
Housing Work Order

Housing Work Order

Housing Work Order

From the Home screen, select **View All Cards**

Viewing your Balance



≡ **NM STATE** **myNMSU**.edu

Student Account Management

billing enrollment payments proxy statements refunds

Student Account Management

STUDENT ACCOUNT MANAGEMENT

Account Summary

Account Detail for Term

Statement and Payment History

Pay NMSU/Student Proxy Financial

Next Step is to type, “**Student**

Account Management” in the

Search bar.

Then select **Account Summary**

found at the top of the tile.

Viewing your Balance

Account Summary



Holds

Pay Now

View By Term  Go to Term 



Anticipated third party contract payments, financial aid payments, and memo items are NOT included in this summary

Current Amount Due

\$0.00

Account Balance 

\$0.00

Term Balance

Show/Hide Column 

search 

Detail Code



Description



Charge



Payment



Balance



ASNM

ASNMSU FEE

\$12.40

\$0.00

DIS2

LC COURSE DELIVERY FEE SUM

\$75.00

\$0.00

RFND

REFUND(S) ISSUED

\$800.00

\$0.00

RRP2

REFUND(S) ISSUED

\$987.60

\$0.00

\$87.40

\$0.00

\$800.00

\$0.00

\$987.60

\$0.00

Total

\$1,875.00

\$1,875.00

\$0.00

Review your **account summary**.

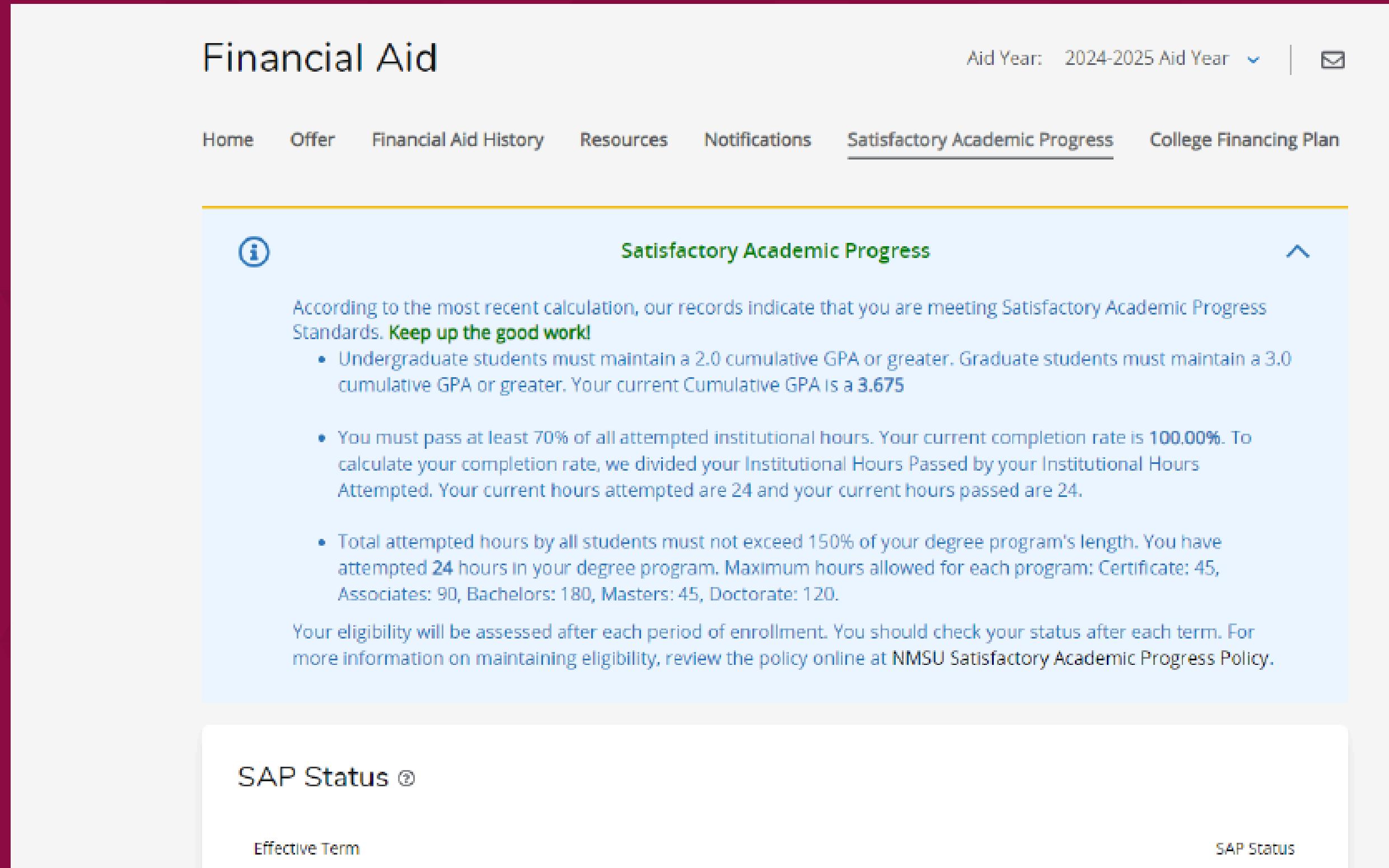
For questions regarding your charges or balance, please refer to **University Accounts Receivable**.

Satisfactory Academic Progress (SAP)

Pages 26 - 27

Satisfactory Academic Progress (SAP)

Click Satisfactory Academic Progress from the Navigation bar at the top



The screenshot shows the Financial Aid dashboard. At the top, there is a navigation bar with links: Home, Offer, Financial Aid History, Resources, Notifications, Satisfactory Academic Progress (which is underlined in red), and College Financing Plan. To the right of the navigation bar are buttons for Aid Year: 2024-2025, a dropdown arrow, and an envelope icon. Below the navigation bar, there is a section titled "Satisfactory Academic Progress" with a blue information icon. The text in this section states: "According to the most recent calculation, our records indicate that you are meeting Satisfactory Academic Progress Standards. Keep up the good work!" It then lists four bullet points about GPA and completion rates. At the bottom of this section, it says: "Your eligibility will be assessed after each period of enrollment. You should check your status after each term. For more information on maintaining eligibility, review the policy online at [NMSU Satisfactory Academic Progress Policy](#)." At the very bottom of the dashboard, there is a footer with links: SAP Status (with a circled question mark icon), Effective Term, and SAP Status.

Your SAP status will show at the top.

Click the dropdown arrow for a detailed look at your SAP status.

View a record of your SAP progress by scrolling down.