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SIGNING IN AND VIEWING YOUR FINANCIAL AID STATUS
The MyNMSU home page gives you direct access to student online resources such as your **Financial Aid Status**. Once you are admitted to NMSU, you will have an account made with your student information that you will have to register online on this page.
First Time Users will have to register their account. Once you are registered, you may login through the Financial Aid Status link.

If you are a first-time user, please select this link where you will be prompted to verify your personal information.
To view your financial aid progress, award, or verification requirements, click on the “Financial Aid Status”.
Select the applicable aid year and click “Submit”.

Aid Year

Some financial aid information is determined by Aid Year (the academic year for which you are receiving financial aid).

Select Aid Year

Submit

2016-2017 Financial Aid Year
2015-2016 Financial Aid Year
2014-2015 Financial Aid Year
2013-2014 Financial Aid Year
2012-2013 Financial Aid Year
2011-2012 Financial Aid Year
2010-2011 Financial Aid Year
2009-2010 Financial Aid Year
2008-2009 Financial Aid Year
2007-2008 Financial Aid Year

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On this page, you will be able to see your Academic Progress Status. If you click on "academic progress", you will also be able to see your status for previous semesters.

New Mexico State University

Financial Aid Status for 2016-2017 Financial Aid Year

This is a summary of your financial aid information for the specified aid year. To obtain greater detail about any of the following summary statements, select the corresponding link.

You have unsatisfied student requirements for this aid year.

Based on your academic transcript, the status of your academic progress is Good Standing as of 2015 Summer.

View your financial aid history.

Select Another Aid Year

RELEASE: 8.23

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VIEWING YOUR FINANCIAL AID AWARDS
After you have signed in and accessed the Financial Aid tab, click on “Award” to view your Financial Aid award for a specific aid year.

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Select the applicable aid year and click “Submit”.

Aid Year

Select Aid Year

Some financial aid information is determined by Aid Year (the academic year for which you are receiving financial aid).

Select Aid Year for:
- Not Applicable/No Value Found
- 2016-2017 Financial Aid Year
- 2015-2016 Financial Aid Year
- 2014-2015 Financial Aid Year
- 2013-2014 Financial Aid Year
- 2012-2013 Financial Aid Year
- 2011-2012 Financial Aid Year
- 2010-2011 Financial Aid Year
- 2009-2010 Financial Aid Year
- 2008-2009 Financial Aid Year
- 2007-2008 Financial Aid Year

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Select the "Award Overview" tab to view your Cost of Attendance, Estimated Family Contribution, and your award amounts for the academic year.

---

**Award Package for 2016-2017 Financial Aid Year**

**Need Calculation**
- Cost of Attendance
- Estimated Family Contribution
- Initial Need
- Outside Resource
- Need

**Cost of Attendance**
- Tuition
- Fees
- Room & Board
- Books & Supplies
- Transportation
- Personal Expenses
- **Total:**

---

**Housing Status**
- Off Campus

---

**Financial Aid Award by Term for the 2016-2017 Financial Aid Year**

<table>
<thead>
<tr>
<th>Fund</th>
<th>Status</th>
<th>Amount</th>
<th>Status</th>
<th>Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 Fall</td>
<td></td>
<td></td>
<td>2017 Spring</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ACCEPTING THE TERMS & CONDITIONS
After you have reached the “Award Overview” tab (as instructed in the above slides), you will be able to view and accept the Terms and Conditions. *You will have to accept the Terms and Conditions before you can accept your award offers. Navigate to the “Terms and Conditions” tab. Click the link to read the Terms and Conditions, and then click “Accept”.

**Terms and Conditions**

*Your federal, state or institutional aid has been awarded or adjusted as indicated on your award overview tab. You must agree to the following terms and conditions, including any program-specific conditions linked to your awards. Messages associated with certain programs will be listed on this tab for any awards you have been offered.*

Acceptance of these terms and conditions includes acknowledgment of messages linked to specific programs. You must certify that you have read the terms and conditions and understand that the award messages may change if your award package is adjusted.

The University Financial Aid and Scholarship Services office will communicate with you regarding changes to your aid, including the terms and conditions, through your NMSU email account and your MyNMSU account. It is important to monitor both accounts regularly.

Full disclosure of the terms and conditions of your award, can be found at the following link: [http://fa.nmsu.edu/resources/terms-and-conditions/](http://fa.nmsu.edu/resources/terms-and-conditions/).

Students who choose to participate in a Study Abroad program will also be required to read the Study Abroad Terms and Conditions for financial aid.

Accept  Do Not Accept
ACCEPTING YOUR AWARDS
After you have accepted the Terms and Conditions, you will be able to accept your award. Navigate to the “Accept Award Offer” tab. You will see your awards for the Fall and Spring semesters, and be able to accept the full amount of all awards, or accept awards individually.

<table>
<thead>
<tr>
<th>Award Decision Fund</th>
<th>Status</th>
<th>Term</th>
<th>Amount</th>
<th>Accept Award</th>
<th>Accept Partial Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Fall Grant</td>
<td>Accepted Automatic</td>
<td>2016 Fall</td>
<td>$2,908.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017 Spring</td>
<td>$2,907.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Total: $5,815.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal SEOG Grant LC</td>
<td>Accepted Automatic</td>
<td>2016 Fall</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017 Spring</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Total: $1,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lottery Scholarship: 15 Hours</td>
<td>Accepted Automatic</td>
<td>2016 Fall</td>
<td>$2,465.08</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017 Spring</td>
<td>$2,465.08</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Total: $4,930.16</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regents Success Fees</td>
<td>Accepted Automatic</td>
<td>2016 Fall</td>
<td>$711.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017 Spring</td>
<td>$711.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Total: $1,422.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regents Lottery Gap</td>
<td>Accepted Automatic</td>
<td>2016 Fall</td>
<td>$180.42</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017 Spring</td>
<td>$180.42</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Total: $376.84</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct Subsidized Loan</td>
<td>Offered to Student</td>
<td>2016 Fall</td>
<td>$1,404.00</td>
<td>Select Decision</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017 Spring</td>
<td>$1,403.00</td>
<td>Select Decision</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fund Total: $2,807.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Select your decision to accept or decline the award from the drop down menu. If you want to accept a partial loan, enter the amount you’d like to accept.

Please note: Semester-only loans have split disbursements. To learn more, please visit fa.nmsu.edu/disbursements.
ACCESSING VERIFICATION REQUIREMENTS
After you have signed in and accessed the Financial Aid tab, you will be able to view any verification requirements you may have. If you have verification requirements, your status will state that “you have unsatisfied student requirements for this aid year”. Click on “student requirements” link to view the verification requirements.
Your verification requirements will be listed. Click on each one to complete the required action.

Eligibility Requirements for 2016-2017 Financial Aid Year

**Unsatisfied Requirements**

- **Institutional Verification Form**
  - Complete all sections of the required Federal Verification Worksheet.

- **Loan Entrance Counseling**
  - Complete Loan Entrance Counseling before you can receive your Federal Student Loan.

- **Parents’ 2015 IRS Tax Return Transcript**
  - You must submit a signed original of your parent's IRS Tax Return Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript, your parents should visit IRS website and click on the "Order a Return or Account Transcript" link. Make sure to request an IRS Tax Return Transcript and not an IRS Tax Account Transcript. It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. **It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.**

- **Student/Spouse (if married) 2015 IRS Tax Return Transcript**
  - You must submit a copy of your (and if you are married, your spouse’s) IRS Tax Return Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript go to www.irs.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the IRS Tax Return Transcript and not the IRS Tax Account Transcript. You will need the Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the IRS Tax Return was filed). It takes up to two weeks for IRS income information to be available for electronic filers, and up to eight weeks for paper filers. **It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.**

**Satisfied Requirements**

- **Free Application for Federal Student Aid**
  - Accept Feb 26, 2016

Any forms will be linked to the listed requirement.

Continue to next page to learn how to upload documents.
UPLOADING DOCUMENTS THROUGH MYNMSU
Documents required to complete your financial aid file can be uploaded through your myNMSU account. To upload a document, click on “Choose File.” *Only PDF documents can be uploaded.

**Eligibility Requirements for 2016-2017 Financial Aid Year**

**Unsatisfied Requirements**

**Requirement**

- Institutional Verification Form
  - Complete all sections of the required Federal Verification Worksheet.

- Loan Entrance Counseling
  - Complete Loan Entrance Counseling before you can receive your Federal Student Loan.

**Status**

- Required
- As of Date: Feb 26, 2016
- Fund Term: Files uploaded
- Status: choose file, no file selected

**Parent's 2015 IRS Tax Return Transcript**

- You must submit a copy of your (and if you are married, your spouse's) IRS Tax Return Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript, your parents should visit the IRS website and click on the “Order a Return or Account Transcript” link. Make sure to request an IRS Tax Return Transcript and not an IRS Tax Account Transcript. It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.

**Student/Spouse (if married) 2015 IRS Tax Return Transcript**

- You will need the Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the IRS Tax Return was filed). It takes up to two weeks for IRS income information to be available for electronic filers, and up to eight weeks for paper filers. It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.

**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 following terms and conditions, including any program-specific conditions linked to your awards. To accept the terms and conditions of your award, please visit the Terms and Conditions tab within your MyNMSU account.

**Satisfied Requirements**

**Requirement**

- Free Application for Federal Student Aid Accept: Feb 26, 2016

- Fund Term

- Status: choose file, no file selected
After you have saved the document as a PDF and clicked on “Choose File”, select the applicable document and click “Choose” (or open).
After the document has uploaded, click “Submit” in the bottom right hand corner.
The file name will now appear under Files. If needed, click “Choose File” again to upload another document. The Status will change to “Pending File Transfer”. Once all documents are uploaded for an individual requirement, click “Submit”.

### Loan Entrance Counseling
Complete Loan Entrance Counseling before you can receive your Federal Student Loan.

### Institutional Verification Form
Complete all sections of the required Federal Verification Worksheet.

### Parents’ 2015 IRS Tax Return Transcript
You must submit a signed original of your parent's IRS Tax Return Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript, your parents should visit IRS website and click on the “Order a Return or Account Transcript” link. Make sure to request an IRS Tax Return Transcript and not an IRS Tax Account Transcript. It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.

### Student/Spouse (if married) 2015 IRS Tax Return Transcript
You must submit a copy of your (and if you are married, your spouse’s) IRS Tax Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript go to www.irs.gov and click on the “Order a Return or Account Transcript” link, or call 1-800-908-9946. Make sure to request the IRS Tax Return Transcript and not the IRS Tax Account Transcript. You will need the Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the IRS Tax Return was filed). It takes up to two weeks for IRS income information to be available for electronic filers, and up to eight weeks for paper filers. It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.

### 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 following terms and conditions, including any program-specific conditions linked to your awards. To accept the terms and conditions of your award, please visit the Terms and Conditions tab within your MyNMSU 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.

---

### Satisfied Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Status</th>
<th>As of Date</th>
<th>Fund Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free Application for Federal Student Aid Accept</td>
<td>Feb 26, 2016</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
After clicking “Submit”, the Status will change to “Uploaded: Not Yet Reviewed”. This means that your document uploaded successfully and is waiting to be reviewed by Financial Aid Staff. Documents may take 10-14 business days to review and process.

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 the document has been reviewed and approved, the requirement will drop down under Satisfied Requirements. Repeat these steps until all requirements are satisfied.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Unsatisfied Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Loan Entrance Counseling</strong></td>
<td>Complete Loan Entrance Counseling before you can receive your Federal Student Loan.</td>
</tr>
<tr>
<td><strong>Parent's 2015 IRS Tax Return Transcript</strong></td>
<td>You must submit a signed original of your parent's IRS Tax Return Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript, your parents should visit IRS website and click on the &quot;Order a Return or Account Transcript&quot; link. Make sure to request an IRS Tax Return Transcript and not an IRS Tax Account Transcript. It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.</td>
</tr>
<tr>
<td><strong>Student/Spouse (if married) 2015 IRS Tax Return Transcript</strong></td>
<td>You must submit a copy of your (and if you are married, your spouse's) IRS Tax Transcript to the NMSU Financial Aid Office. To obtain an IRS Tax Return Transcript go to <a href="http://www.irs.gov">www.irs.gov</a> and click on the &quot;Order a Return or Account Transcript&quot; link, or call 1-800-908-9946. Make sure to request the IRS Tax Return Transcript and not the IRS Tax Account Transcript. You will need the Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the IRS Tax Return was filed). It takes up to two weeks for IRS income information to be available for electronic filers, and up to eight weeks for paper filers. It is strongly encouraged you use the IRS Data Retrieval Tool on your FAFSA to avoid waiting on your transcript.</td>
</tr>
<tr>
<td><strong>Terms and Conditions</strong></td>
<td>Your federal, state or institutional aid has been awarded or adjusted as indicated on your award summary. You must agree to the following terms and conditions, including any program-specific conditions linked to your awards. To accept the terms and conditions of your award, please visit the Terms and Conditions tab within your MyNMSU account.</td>
</tr>
</tbody>
</table>

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.

**Satisfied Requirements**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Status</th>
<th>As of Date</th>
<th>Fund Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free Application for Federal Student Aid</td>
<td>Accept Feb 26, 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Institutional Verification Form</td>
<td>Accept Apr 01, 2016</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CHECKING YOUR STUDENT ACCOUNT BALANCE
From the myNMSU dashboard you can select the “Student” tab from the top, then “Student Account” from the Quick Links section.
From the Student Account Selection you can click “Account Summary by Term”.

---

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On this screen, you can review your balance for each “term” or semester. Financial aid will show by the award name applied to the account. Financial aid typically disburses on the Monday before classes start, so awards will only show on this screen when those awards are applied at the beginning of each semester or when requirements are satisfied.

### 2021 Spring

<table>
<thead>
<tr>
<th>Detail Code</th>
<th>Description</th>
<th>Charge</th>
<th>Payment</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTV</td>
<td>RESIDENT HALL ASSN FEE</td>
<td>$14.00</td>
<td>$0.00</td>
<td>$14.00</td>
</tr>
<tr>
<td>ASN1</td>
<td>ASNNSU SPR</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>DGM1</td>
<td>LC DEGREE</td>
<td>$15.00</td>
<td>$0.00</td>
<td>$15.00</td>
</tr>
<tr>
<td>DIST</td>
<td>LC COURSE DELIVERY FEE</td>
<td>$105.00</td>
<td>$0.00</td>
<td>$105.00</td>
</tr>
<tr>
<td>FCHM</td>
<td>HOU SEM CHAMSA VLG FAL</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>HGMA</td>
<td>LC HEALTH CENTER</td>
<td>$11.00</td>
<td>$0.00</td>
<td>$11.00</td>
</tr>
<tr>
<td>HGMA</td>
<td>LC HEALTH CENTER</td>
<td>$1.00</td>
<td>$0.00</td>
<td>$1.00</td>
</tr>
<tr>
<td>HGMA</td>
<td>HOU SEM CHAMSA VLG</td>
<td>$2,850.95</td>
<td>$0.00</td>
<td>$2,850.95</td>
</tr>
<tr>
<td>RFND</td>
<td>REFUND(S) ISSUED</td>
<td>$2,761.40</td>
<td>$0.00</td>
<td>$2,761.40</td>
</tr>
<tr>
<td>UNF1</td>
<td>LC TUITION SPR UG NRES PT</td>
<td>$9,822.00</td>
<td>$0.00</td>
<td>$9,822.00</td>
</tr>
<tr>
<td>UNP1</td>
<td>LC TUITION SPR UG NRES PT</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>UV51</td>
<td>LC TWAIVER SPR UG NRES 135M</td>
<td>-$6,524.40</td>
<td>$0.00</td>
<td>$6,524.40</td>
</tr>
<tr>
<td>CCM1</td>
<td>LC CREDIT CARD PMT</td>
<td>$51.00</td>
<td>$0.00</td>
<td>$51.00</td>
</tr>
<tr>
<td>GPLL</td>
<td>LC FED PELL GRANT</td>
<td>$2,822.00</td>
<td>$0.00</td>
<td>$2,822.00</td>
</tr>
<tr>
<td>GSEL</td>
<td>LC FED SEOG GRANT</td>
<td>$500.00</td>
<td>$0.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>LSDL</td>
<td>LOAN: FED DIRECT SUBSIDIZED</td>
<td>$2,722.00</td>
<td>$0.00</td>
<td>$2,722.00</td>
</tr>
<tr>
<td>LUDDL</td>
<td>FEDERAL DIRECT UNSUB LOAN</td>
<td>$2,969.00</td>
<td>$0.00</td>
<td>$2,969.00</td>
</tr>
</tbody>
</table>

**Term Charges:** $9,065.95

**Term Credits and Payments:** $9,064.00

**Term Balance:** $1.95

For information about your billing, charges, direct deposit, or refund please visit the University Accounts Receivable website at [uar.nmsu.edu](http://uar.nmsu.edu).

For information about the payment plan, please visit [student-accounts.nmsu.edu](http://student-accounts.nmsu.edu).

When awards have been applied to your account, you will see the name followed by the amount awarded for the term.

At the bottom of the screen, you will see the charges, the credits (financial aid) or payments, and the balance remaining for the term/semester.