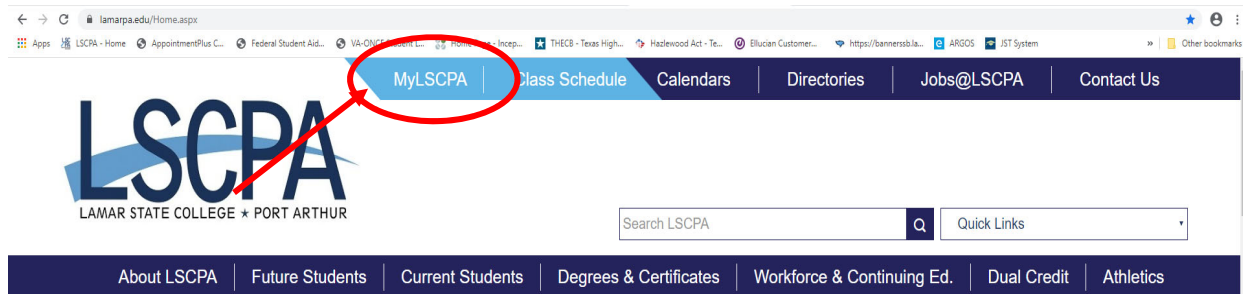# How to check your Financial Aid Requirements
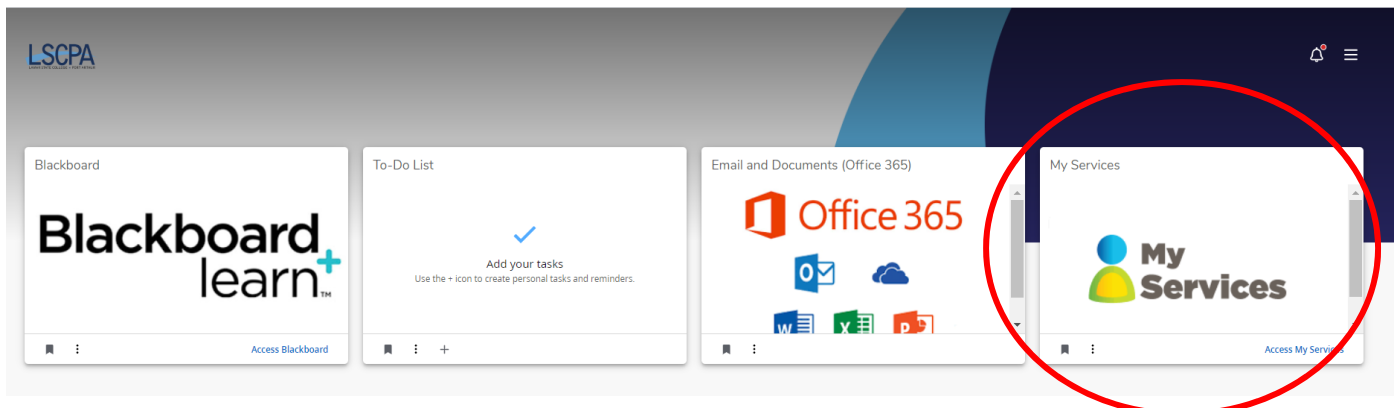
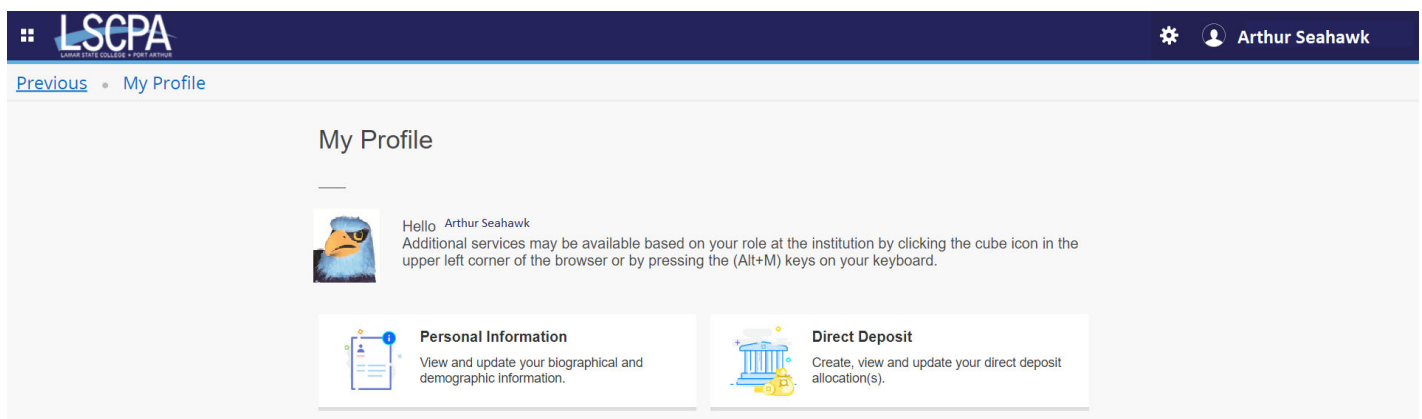1. Click on "**MyLSCPA**" blue tab

2. Log in using your Email Address and password

   If you have forgotten your password you can reset it online or contact the
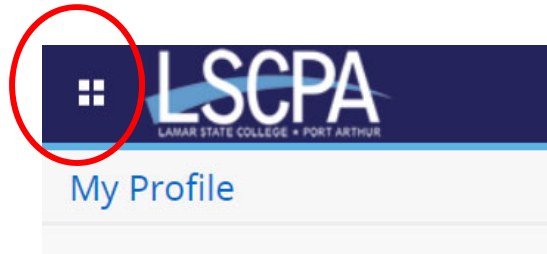
   Help Desk at (409) 984-6150.

3. Click on "**My Services**"

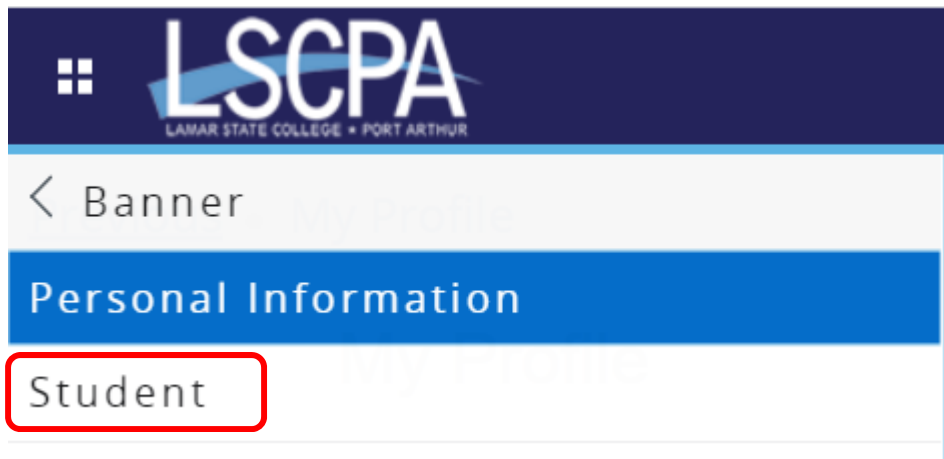4. It will land you on your profile page.

5. Click on the Four Boxes in the corner next to the LSCPA Logo. This is a drop down menu.

6. Select Banner

7. Select Student

8. This will land you on the Student Services Page. Click on Financial Aid Applicants.

Student Services

Additional services may be available based on your role at the institution by clicking t (Alt+M) keys on your keyboard.

- Attendance Tracking
- View Grades
- Student Profile
- Registration and Planning
- Personal Information
- Academic Transcript
- Clearinghouse Verification

If you have any questions, please email the Registrar.

- Financial Aid Applicants

If you have any questions, please email the Financial Aid Office.

- Account Summary
- Student Payment Center
- Account Detail by Term
- Tax Notification
- Account Information
- Statement and Payment History

If you have any questions, please email the Bursar."

Financial Aid Status and Terms and Conditions

1. You will land on the Financial Aid homepage. Here you will be asked to answer required questions and see your Required Documents.

An aid year is Fall/Spring/Summer.
2020-2021 Aid year would be Fall 2020, Spring 2021, and Summer2021.
2021-2022 Aid year would be Fall 2021, Spring 2022, and Summer 2022.

2. Answer the Questions and hit submit. It will take a day before your Terms and Conditions are satisfied.

Questions from the Financial Aid Office   ✕

The Proceeds from your Federal Student Aid (Pell Grant, SEOG, and Federal Direct Loans) can be used to pay non-institutional charges and minor prior year balances if authorized by you. Prior year balances can be paid with current Financial Aid not to exceed $200.00. I authorize Lamar State College Port Arthur to apply my federal student financial aid to pay off my prior year charges not to exceed $200.00. I understand that this authorization will remain in effect throughout my LSCPA student career until such time as I submit a written request to cancel this authorization.

[dropdown ⌄]

The Proceeds from your Federal Student Aid (Pell Grant, SEOG, and Federal Direct Loans) can be used to pay non-institutional charges and minor prior year balances if authorized by you. The non-institutional charges could consist of: Parking fines, Library fines, etc. I authorize Lamar State College Port Arthur to apply my federal student financial aid to any non-institutional charges on my student account. I understand that this authorization will remain in effect until I submit a written request to cancel this authorization. I understand that I will be responsible for paying any outstanding debts to Lamar State College Port Arthur if I cancel this authorization.

[dropdown ⌄]

You must agree to the terms and conditions of your award before your aid can be disbursed to your account. You should read and review the following information: Grant Disclosure statement, Loan Disclosure Statement, and the Satisfactory Academic Progress Policy. Have you read and agree to the Terms and Conditions.

[dropdown ⌄]

Submit

Your Terms and Conditions are

"**Satisfactory Academic Progress Policy**" **(SAP)**.

"**Disclosure Statement for Grants**."

"**Disclosure Statement For Loans**."

3. Your Student Requirements has two sections.

Unsatisfied Requirements - Displays any documents that you are required to turn in. You should check this regularly as statuses may change or new requirements added as needed.

- Required - Documents not yet turned in
  These can be either forms you need to fill out or supporting documentation that you are required to supply. If the required document is a form that you need to fill out, you click on the name of the document it should pull up a PDF version that you can fill in and print out.
- Incomplete - A document may be missing something or is filled out wrong. Please make an appointment to correct the problem.

Satisfied Requirements - Once you begin turning in Documents You will see Unsatisfied Requirements become Satisfied Requirements

Once all of the paper work is received and satisfied it is reviewed by a Financial Aid Specialist for accuracy and corrections may be made to your FAFSA. The Financial Aid Specialist will also review your application to determine your eligibility. Please remember to check your requirements and your LamarPA.edu Email account for updates.

AWARD OFFERS

1. Select Award Offer. Make sure your aid year is correct.

An aid year is Fall/Spring/Summer.
2020-2021 Aid year would be Fall 2020, Spring 2021, and Summer2021.
2021-2022 Aid year would be Fall 2021, Spring 2022, and Summer 2022.

2. If you have not been awarded yet, you will see a notice at the top of the screen

3. The award section has two sections.

a. The top section Details your Need Calculation and your Cost of Attendance.

Financial Aid

Home   **Award Offer**   Financial Aid History   Resources   Notifications   Satisfactory Academic Progress   College Finan >

View your Award Payment Schedule

ⓘ   No award information is available for this aid year.

Expected Enrollment Status ⑦

Full-Time

Housing Status ⑦

With Parents

Cost of Attendance ⑦   ^

Non Billable Items

Type	Fall 2020	Spring 2021	Amount
Tuition and Fees	$2,166.00	$2,166.00	$4,332.00
Room and Board	$1,850.00	$1,850.00	$3,700.00
Books and Supplies	$500.00	$500.00	$1,000.00
Transportation	$1,421.00	$1,421.00	$2,842.00
Miscellaneous	$1,000.00	$1,000.00	$2,000.00
	$6,937.00	$6,937.00	$13,874.00

$13,874.00

Net Cost ⑦ $13,874.00

Expected Family Contribution (EFC)

When you submit your FAFSA application each year, a federal formula is used to calculate your Expected Family Contribution (EFC) number. It is the number we must use to determine eligibility for need-based aid such as the Pell Grant and the Direct Subsidized Direct Loan.

Cost of Attendance (COA)

This is an estimate of the total cost of attendance at LSCPA. This estimate includes tuition and fees, books and supplies as well as living costs such as housing, food, personal and miscellaneous expenses. Award amounts offered to reflect a two-term, full-time cost of attendance. These are estimated costs only and subject to change based on factors such actual credits are taken. The actual charges you can expect to see billed to the student account by LSCPA will only be tuition and fees on a per term basis. On Campus housing is not included on a student's account.

Initial Need

Financial need is determined by subtracting EFC from the cost of attendance. The remainder is considered "unmet need". If no financial need remains, the student eligibility will consist of non-need based aid such as an unsubsidized loan.

Outside Resource

Outside resources often include any Exemptions or Waivers applied to your account. This is subtracted from your Initial Need.

Need

Need = COA - EFC - Outside Resources - Financial Aid Award

b. The bottom section is your award breakdown by term.

Grants and Scholarships to Pay for College ⑦

Type	Fall 2020	Spring 2021	Amount
Federal Pell Grant	$3,173.00	$3,172.00	$6,345.00 ACCEPTED
Federal SEOG	$100.00	$100.00	$200.00 ACCEPTED
	$3,273.00	$3,272.00	$6,545.00

-$6,545.00

Net Cost ⑦		$7,329.00

Options to Pay Net Cost

Loans ⑦

Type	Fall 2020	Spring 2021	Amount	Take Action
Stafford Loan - Subsidized	$2,250.00	$2,250.00	$4,500.00	Select ∨
Stafford Loan - Unsubsidized	$1,000.00	$1,000.00	$2,000.00	Select ∨
	$3,250.00	$3,250.00	$6,500.00	

-$6,500.00

Submit

4. To accept your award offer:

Grants are accepted for you; no action is needed.

Loans must be accepted or declined.

a. In the "Take Action" column click on 'Select.' Then choose Accept, Decline or Modify.

Type	Fall 2020	Spring 2021	Amount	Take Action
Stafford Loan - Subsidized	$2,250.00	$2,250.00	$4,500.00	Select
Stafford Loan - Unsubsidized	$1,000.00	$1,000.00	$2,000.00	Select
	$3,250.00	$3,250.00	$6,500.00	Accept / Decline / Modify

Options to Pay Net Cost

Loans ⑦

Submit

b. If you do not want to borrow the entire amount offered, you may wish to Modify the amount. Type in the amount you wish to accept. The Fall and Spring amounts will adjust as well so you can see how the loan will break down.

Stafford Loan - Subsidized   ✕

	Fall 2020	Spring 2021	Offered Amount	Modified Amount
	$1,150.00	$1,150.00	$4,500.00	$2,300.00

Ok

c. Once you are done adjusting, Click submit.

5. Make sure you have completed: (Done on StudentAid.gov)

Entrance Counseling

Master Promissory Note (MPN)

Annual Student Loan Acknowledgement

ACCOUNT BALANCE

1. Go back to Student Services Page.
2. Click on Account Detail by Term

Student Services

Additional services may be available based on your role at the institution by clicking the cube (Alt+M) keys on your keyboard.

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If you have any questions, please email the Bursar."

3. Choose the correct Semester/Term.
4. Review your account balance.

DIRECT DEPOSIT

1. Go back to Student Services Page. Click on Student Payment Center.

2. You will land on the Account Page. Click on either Electronic Refunds or Refund Account Setup.

3. Follow the on screen instructions to set up your Direct Deposit

YOUR NAME
ADDRESS
CITY, STATE ZIP

001

DATE

10-4/220
BRANCH 00

PAY TO THE
ORDER OF

$

DOLLARS

YOUR BANK

FOR

⑉123456789⑉ 00000123456789⑊ 001

ABA or Bank Routing Number   Bank Account Number   Check Number