

# DIRECTIONS TO ACCEPT YOUR FINANCIAL AID AWARD ONLINE

1. LOG INTO [WWW.MY.LAMARPA.EDU](http://WWW.MY.LAMARPA.EDU)
2. ENTER USER NAME AND PASSWORD
3. CLICK ON SERVICES TAB- SELECT BANNER
4. CLICK ON STUDENT FINANCIAL AID
5. CLICK ON FINANCIAL AID AWARD TAB
6. CLICK ON AWARD YEAR AND SELECT THE CURRENT ACADEMIC YEAR- FOR EXAMPLE: 2010-2011
7. CLICK "SUBMIT"
8. CLICK ON READ THE "TERMS AND CONDITIONS" TAB
9. CLICK ON BLUE "TERMS AND CONDITIONS"
10. CLICK ON STUDENT FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY AND THEN DISCLOSURE STATEMENT FOR GRANTS. PLEASE READ BOTH STATEMENTS
11. EXIT AND THEN CLICK ON THE RED "X " IN THE RIGHT HAND CORNER
12. CLICK ON "ACCEPT" IF YOU WANT TO RECEIVE THE FUNDS OR "DO NOT ACCEPT" IF YOU WISH TO DECLINE THE FUNDS
13. CLICK ON THE "ACCEPT AWARD OFFER TAB" AND ARROW DOWN TO SEE THE OFFER
14. CLICK ON ACCEPT FULL AMOUNT ALL AWARDS
15. WHEN AWARD IS ACCEPTED THEN **EXIT**
16. YOU ARE NOW DONE!!!

## NOTE THE FOLLOWING:

REMEMBER, BY ACCEPTING THE "TERMS AND CONDITIONS," YOU ARE ACKNOWLEDGING THAT YOU HAVE READ AND UNDERSTOOD BOTH THE DISCLOSURE STATEMENT AND THE SATISFACTORY ACADEMIC PROGRESS POLICY FOR FINANCIAL AID RECIPIENTS.

IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE FEEL FREE TO CONTACT THE OFFICE OF STUDENT FINANCIAL AID AT(409) 984-6203 OR 1-800-477-5872 EXT 6203.

**IF YOU DO NOT HAVE YOUR USER NAME AND PASSWORD TO LOG ON OR ARE HAVING PROBLEMS LOGGING ON, PLEASE CONTACT KENNETH LISBY IN THE COMPUTER SERVICES DEPARTMENT AT (409) 984-6150.**