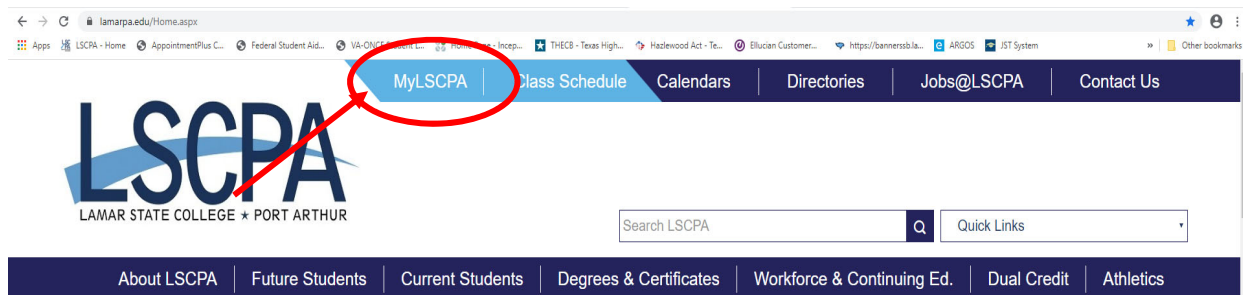


# How to check your Financial Aid Requirements

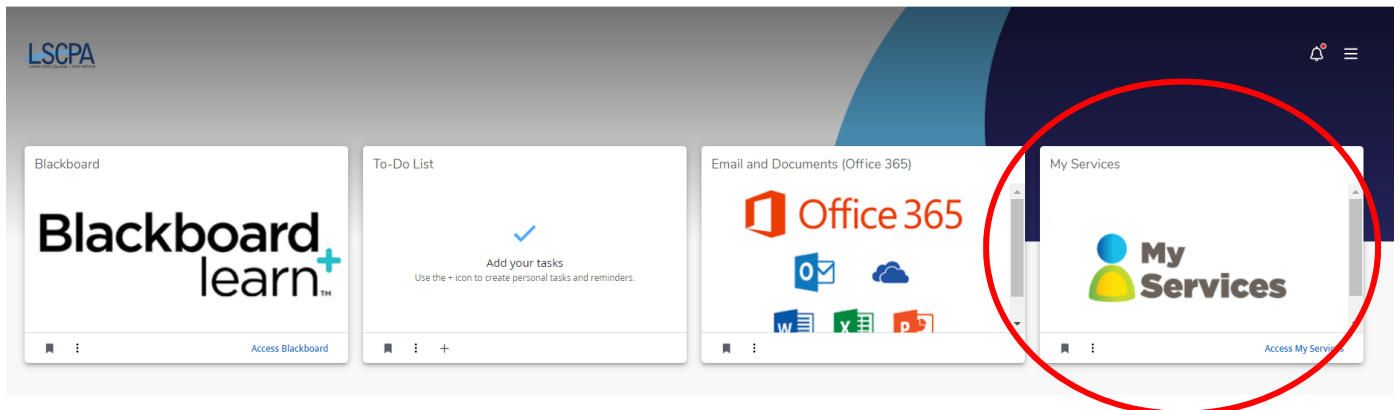
1. Click on “MyLSCPA” blue tab



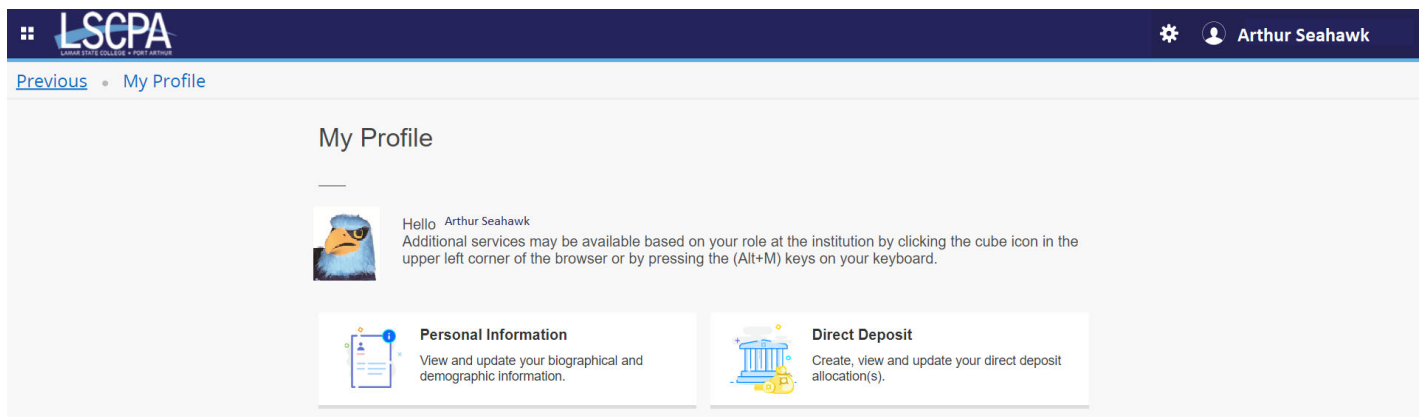
2. Log in using your Email Address and password

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

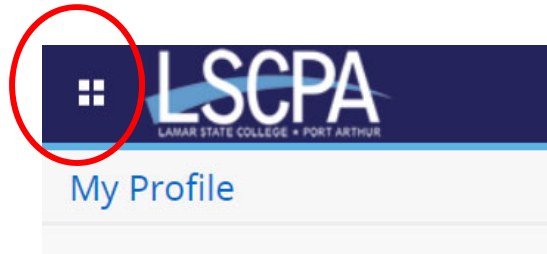
3. Click on “My Services”



4. It will land you on your profile page.



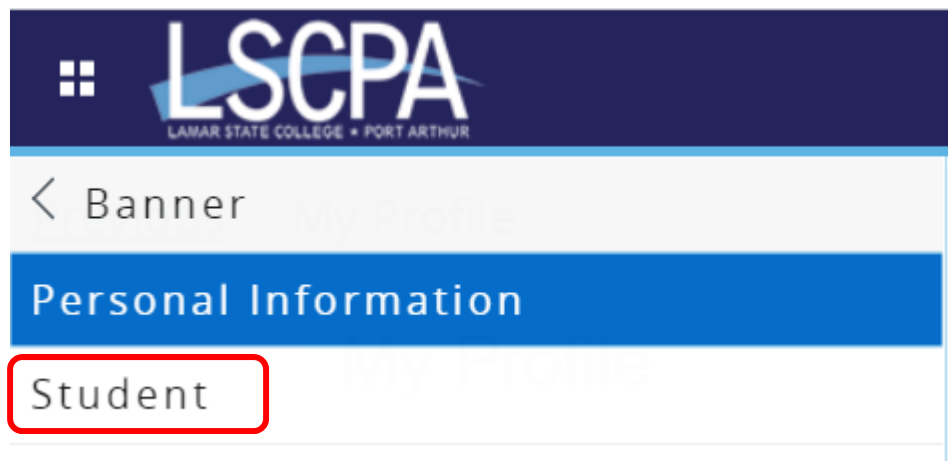
5. Click on the Four Boxes in the corner next to the LSCPA Logo. This is a drop down menu.



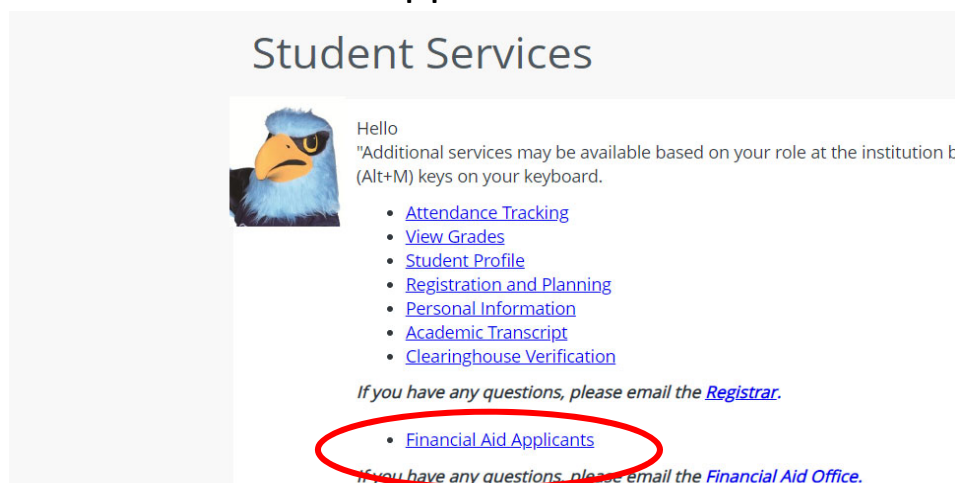
6. Select Banner



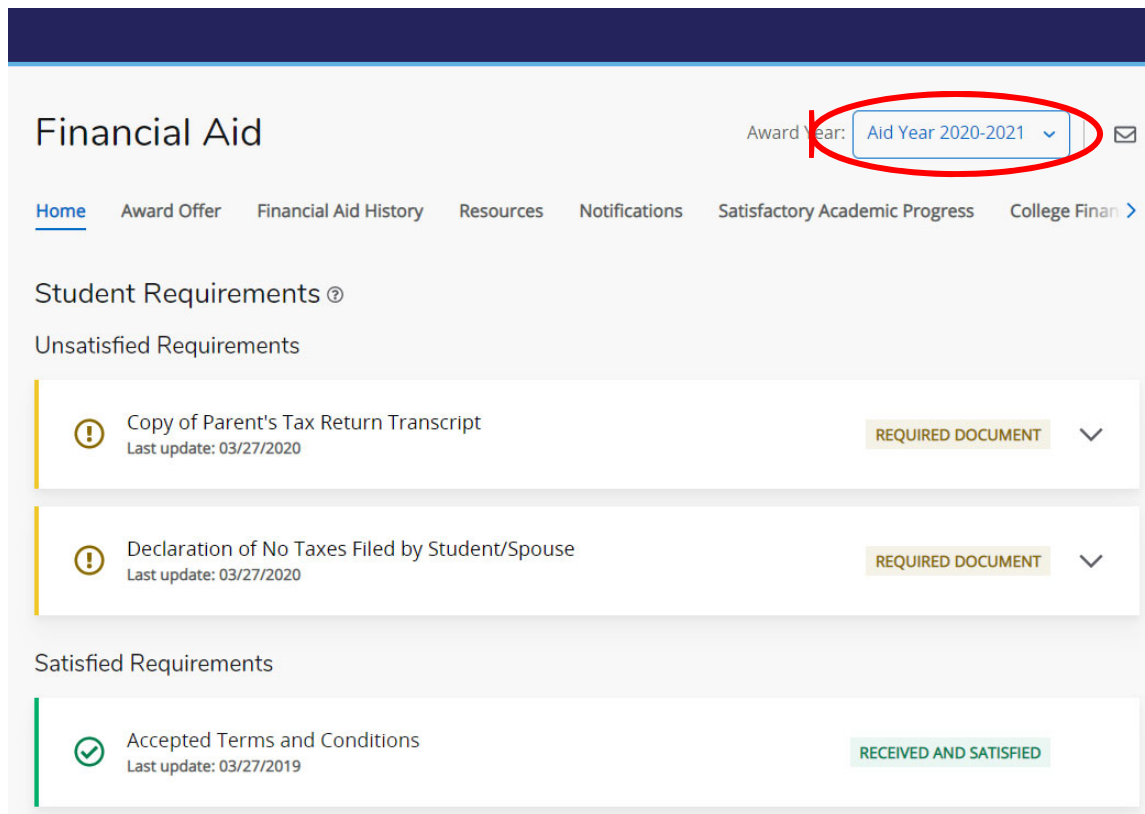
7. Select Student



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



9. 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 Summer 2021.

2021-2022 Aid year would be Fall 2021, Spring 2022, and Summer 2022.

10. 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.