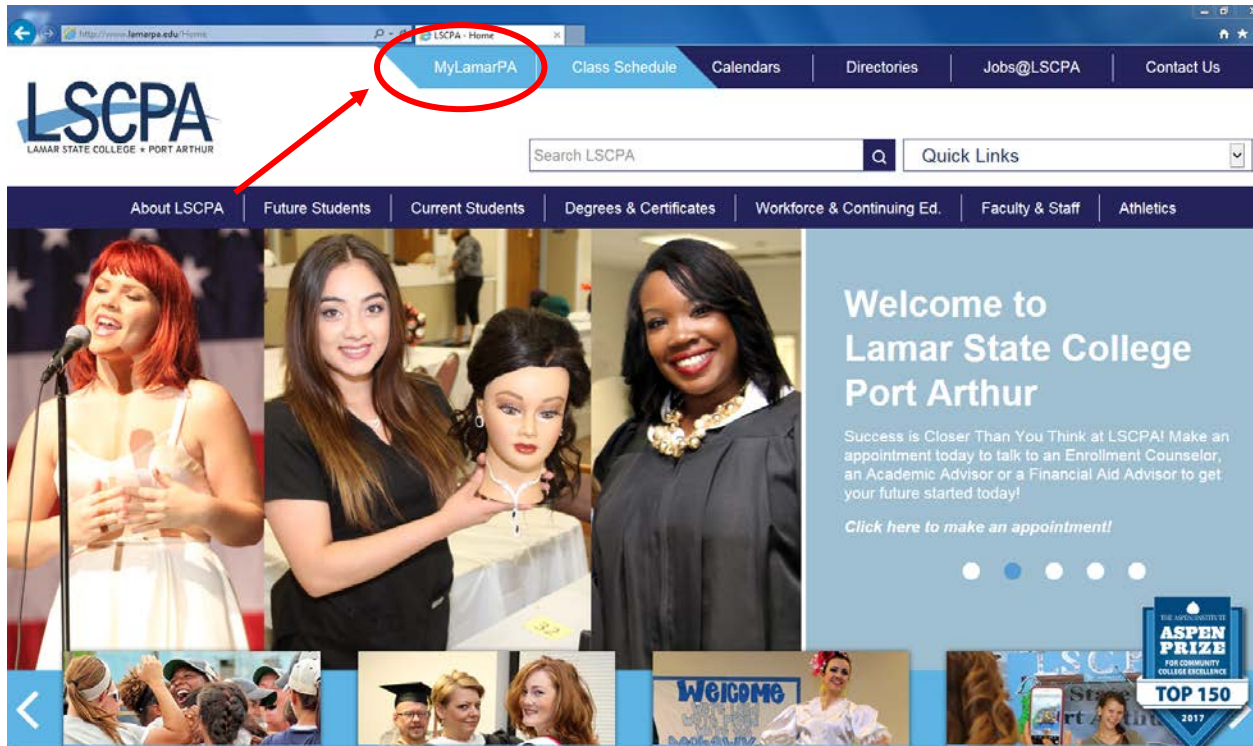
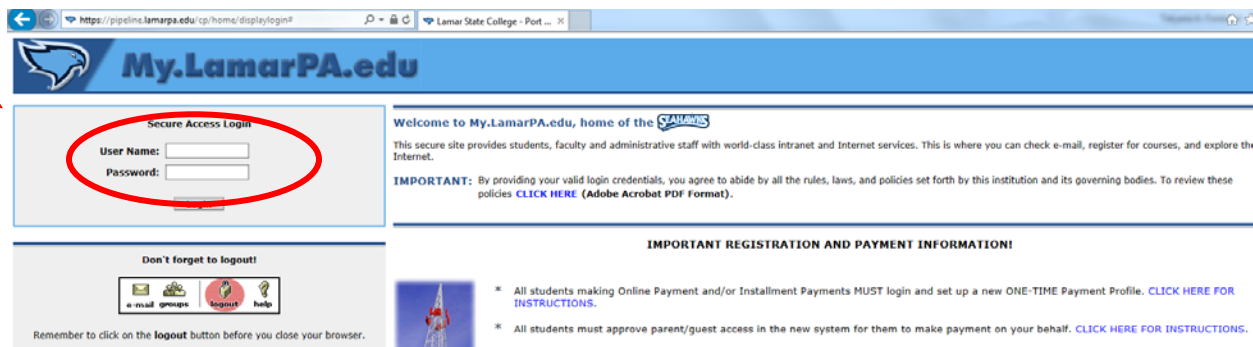


# How to Accept Your Terms and Conditions

1. Click on "MyLamarPA" blue tab

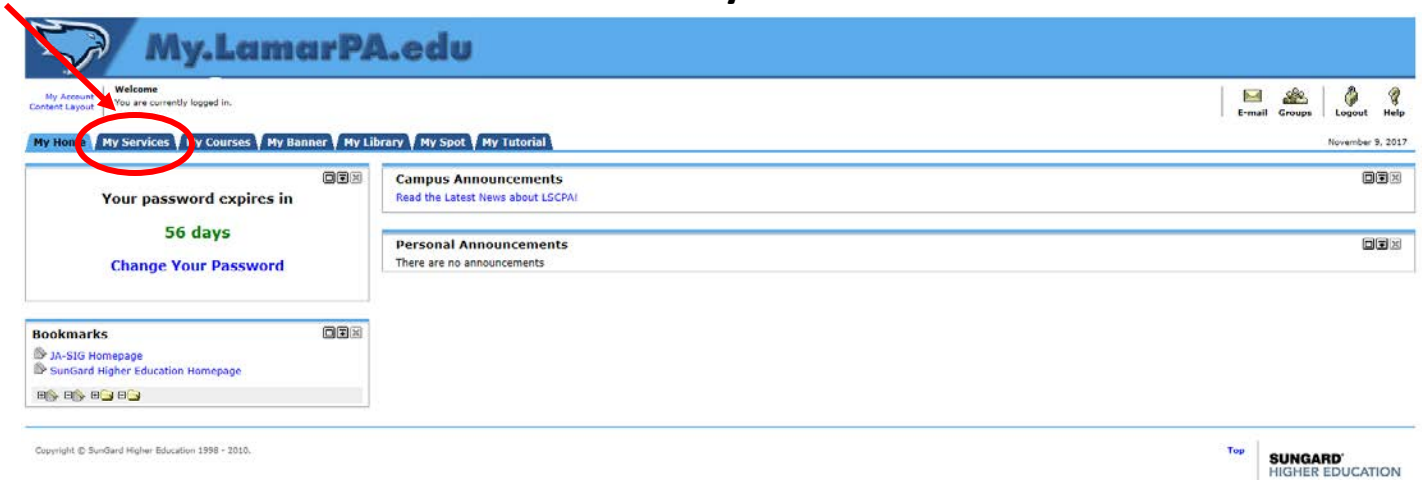


2. Enter your user name and password  
(Make sure your pop-up blockers is turned off on your internet browser)



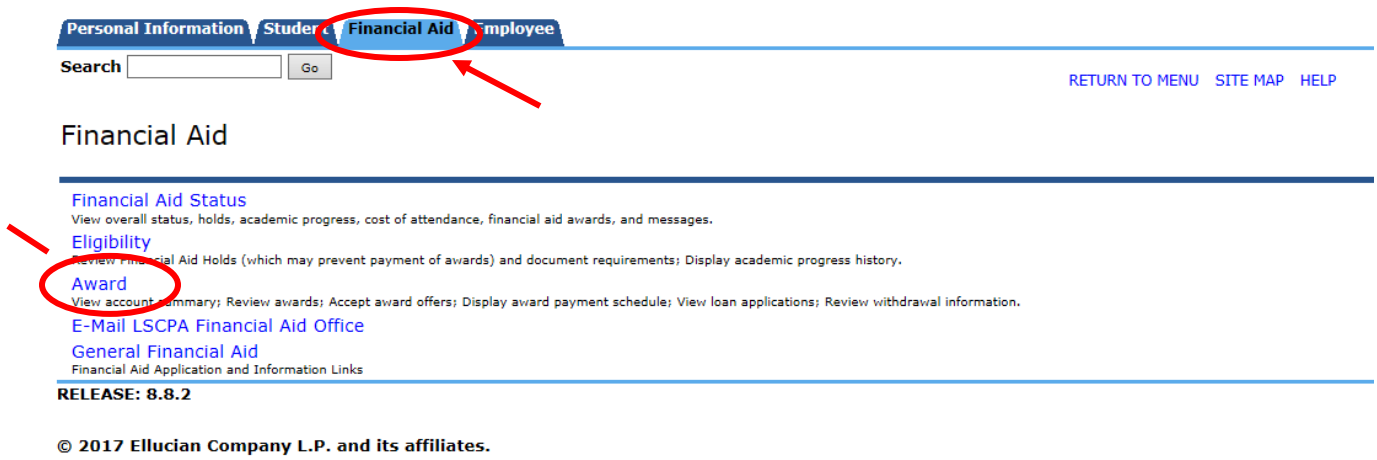
If you have forgotten your password you can reset it online or contact the Help Desk at (409) 984-6150.

### 3. Click on the “My Services” Blue Tab



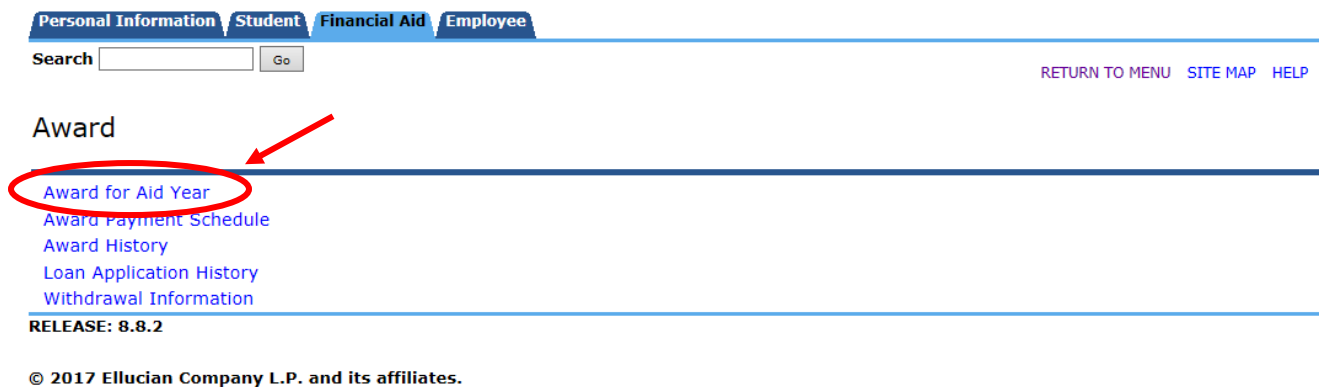
The screenshot shows the My.LamarPA.edu homepage. At the top, there is a blue header with the site name. Below the header, a navigation bar contains several tabs: My Home, My Services, My Courses, My Banner, My Library, My Spot, and My Tutorial. The 'My Services' tab is circled in red, and a red arrow points to it from the top left. To the right of the navigation bar, there are links for E-mail, Groups, Logout, and Help. Below the navigation bar, there are several content boxes: a password expiration notice (56 days), campus announcements, personal announcements, and a bookmarks section. At the bottom right, there is a logo for SUNGARD HIGHER EDUCATION.

### 4. Click on the “Financial Aid” Blue Tab & Then Click The “Award” link



The screenshot shows the Financial Aid section of the website. At the top, there is a navigation bar with tabs for Personal Information, Student, Financial Aid, and Employee. The 'Financial Aid' tab is circled in red, and a red arrow points to it from the top right. Below the navigation bar, there is a search box and a 'Go' button. To the right, there are links for RETURN TO MENU, SITE MAP, and HELP. The main content area is titled 'Financial Aid' and contains several links: Financial Aid Status, Eligibility, Award, E-Mail LSCPA Financial Aid Office, and General Financial Aid. The 'Award' link is circled in red, and a red arrow points to it from the top left. Below the links, there is a 'RELEASE: 8.8.2' notice and a copyright notice for 2017 Ellucian Company L.P. and its affiliates.

### 5. Click the “Award For Aid Year” link



The screenshot shows the Award section of the website. At the top, there is a navigation bar with tabs for Personal Information, Student, Financial Aid, and Employee. The 'Financial Aid' tab is circled in red, and a red arrow points to it from the top right. Below the navigation bar, there is a search box and a 'Go' button. To the right, there are links for RETURN TO MENU, SITE MAP, and HELP. The main content area is titled 'Award' and contains several links: Award for Aid Year, Award Payment Schedule, Award History, Loan Application History, and Withdrawal Information. The 'Award for Aid Year' link is circled in red, and a red arrow points to it from the top right. Below the links, there is a 'RELEASE: 8.8.2' notice and a copyright notice for 2017 Ellucian Company L.P. and its affiliates.

6. Click on the drop down box and select the current academic year then press submit.

The screenshot shows a web interface with a navigation bar containing tabs for 'Personal Information', 'Student', 'Financial Aid', and 'Employee'. Below the navigation bar is a search field with a 'Go' button and links for 'RETURN TO MENU', 'SITE MAP', and 'HELP'. The main heading is 'Aid Year'. A note states: 'Some financial aid information is determined by Aid Year (the academic year for which you are receiving financial aid)'. Below this is a dropdown menu labeled 'Select Aid Year' with 'Aid Year 2017-2018' selected. A red circle highlights the dropdown menu, and a red arrow points to it from the text above. Below the dropdown is a 'Submit' button, also highlighted with a red circle and a red arrow. At the bottom, it says 'RELEASE: 8.21.1' and '© 2017 Ellucian Company L.P. and its affiliates.'

An aid year is Fall/Spring/Summer.  
2017-2018 Aid year would be Fall 2017, Spring 2018, and Summer 2018.  
2018-2019 Aid year would be Fall 2018, Spring 2019, and Summer 2019.

7. Click on “Terms & Conditions” blue tab

The screenshot shows the 'Award Package for Aid Year 2017-2018' page. It has the same navigation bar as the previous page. Below the navigation bar is a search field and links for 'RETURN TO MENU', 'SITE MAP', and 'HELP'. The main heading is 'Award Package for Aid Year 2017-2018'. Below this is a horizontal menu with tabs: 'General Information', 'Award Overview', 'Resources/Additional Information', 'Terms and Conditions', 'Accept Award Offer', and 'Special Messages'. The 'Terms and Conditions' tab is highlighted with a red circle, and a red arrow points to it from the text above. Below the tabs is a note: 'Click on each tab displayed on this page to view your financial aid award details for this aid year. If you have questions regarding your award, please contact the Financial Aid Office.' Below this is a link 'Select Another Aid Year'. At the bottom, it says 'RELEASE: 8.24.0.1' and '© 2017 Ellucian Company L.P. and its affiliates.' There are also links for '[ Award Messages | Overall Financial Aid Status | Award Payment Schedule | Award History | Loan Application History ]'.

## 8. Click on “Terms and Conditions” blue link

Personal Information Student Financial Aid Employee

Search  Go RETURN TO MENU

Award Package for Aid Year 2018-2019

General Information Award Overview Resources/Additional Information **Terms and Conditions** Accept Award Offer Special Messages

**Terms and Conditions**  
You must agree to the terms and conditions of your award before you can accept your awards and before your aid can be disbursed to your account.

I certify that I have read the **Terms and Conditions**.

Accept Do Not Accept

[ [Award Messages](#) | [Overall Financial Aid Status](#) | [Award Payment Schedule](#) | [Award History](#) | [Loan Application History](#) ]

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## 9. Scroll down to Terms & Conditions Box

# FINANCIAL AID

Financial Aid

Home > Current Students > Financial Aid

### Financial Aid

The purpose of the Financial Aid Department is to provide financial aid to all eligible students using the guidelines of the U.S. Department of Education, the State of Texas and the policies of Lamar State College-Port Arthur. The Financial Aid Office provides personal advisement in all aspects of the financial aid process to assist students toward their educational goals. The office also plays a critical roll in the recruitment mission of the College and dissemination of information to prospective students, their parents and the training and support extended to area high school counselors.

If you have any questions please call (409) 984-6203 or email [financialaid@lamarpa.edu](mailto:financialaid@lamarpa.edu).

#### Financial Aid Information

- Schedule An Appointment
- Applying for Financial Aid
- Completing your FASFA
- Financial Aid Deadlines
- What happens next?
- Grants
- Loans
- Net Price Calculator

#### Forms and Worksheets

- Financial Aid Forms
- Verification Worksheets

#### Terms and Conditions

- Directions to Accept Terms and Conditions 2017-2018
- Satisfactory Academic Progress Policy (SAP)
- Disclosure Statement for Grants
- Disclosure Statement for Loans

#### Inceptia Financial Avenue

10. Click on the link that says “**Satisfactory Academic Progress Policy (SAP)**”, and read the policy.

11. Click on the link that says “**Disclosure Statement for Grants**”, and read the policy.

12. Click on the link that says “**Disclosure Statement For Loans**”, and read the policy.

13. When done reading all of the statements, click the red “X” in the right hand corner to close out the Window.

## 14. Click the “ACCEPT” link on the original page.

[Personal Information](#) [Student](#) [Financial Aid](#) [Employee](#)

Search   [RETURN TO MENU](#)

Award Package for Aid Year 2018-2019

[General Information](#) [Award Overview](#) [Resources/Additional Information](#) [Terms and Conditions](#) [Accept Award Offer](#) [Special Messages](#)

**Terms and Conditions**  
You must agree to the terms and conditions of your award before you can accept your awards and before your aid can be disbursed to your account.

I certify that I have read the [Terms and Conditions](#).

[\[ Award Messages | Overall Financial Aid Status | Award Payment Schedule | Award History | Loan Application History \]](#)

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When complete, the “Accept” buttons will disappear.

[Personal Information](#) [Student](#) [Financial Aid](#) [Employee](#)

Search   [RETURN TO MENU](#) [SITE MAP](#) [HELP](#)


Award Package for Aid Year 2017-2018

[General Information](#) [Award Overview](#) [Resources/Additional Information](#) [Terms and Conditions](#) [Accept Award Offer](#) [Special Messages](#)

**Terms and Conditions**  
You must agree to the terms and conditions of your award before you can accept your awards and before your aid can be disbursed to your account.

I certify that I have read the [Terms and Conditions](#).

**Fund Message**  
Federal SEOG Financial Aid student must be enrolled at least half-time to be eligible to receive the ASEOG Grant

 You have read and agreed to the Terms and Conditions.

[\[ Award Messages | Overall Financial Aid Status | Award Payment Schedule | Award History | Loan Application History \]](#)

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