HOW TO ACCEPT YOUR FINANCIAL AID

Accepting your financial aid is a two part process...

STEP ONE

You must first accept the terms and conditions of your financial aid electronically on WebOPUS or your financial aid will not be applied to your student account.

1. Login to your WebOPUS account*
2. Click on Financial Aid
3. Click on My Award Information
4. Click on Award for Aid Year and select the appropriate aid year from the drop down box and submit it
5. Click on Terms and Conditions. Read the terms and conditions all the way to the bottom of the page and click on the accept button. Accepting the Terms and Conditions is not accepting loans or any kind of Financial Aid. To do so go to Step Two.

*You may access WebOPUS by going to www.fortlewis.edu and clicking on “theFort”. If you have not already activated your account, click on activate your network account and follow the instructions. If you need assistance setting up or accessing your WebOPUS account, contact the Information Technology department at 970-247-7444 or askIT@fortlewis.edu

STEP TWO

Once you have accepted the Terms and Conditions of your Financial Aid Offer, click on Accept Award Offer and accept “offered” financial aid that you want. You may notice that certain types of aid are already automatically accepted on your behalf.

If your financial aid changes, we will notify you via your Fort Lewis College email.

STEP THREE

If you are a first time borrower at Fort Lewis College, or your parent wants to borrow a Parent PLUS Loan, follow the directions on page 2.
HOW TO BORROW STAFFORD AND PARENT PLUS LOANS

DIRECTIONS FOR FIRST TIME STUDENT BORROWERS AT FORT LEWIS COLLEGE

1. Please, go to www.studentloans.gov. You must use your FSA ID* (your username and password) when logging in.
2. As a first time Student loan borrower, you need to complete the Entrance Counseling (not the Awareness Counseling) AND
3. As a first time Student loan borrower, you also need to complete a Master Promissory Note for Subsidized/Unsubsidized Stafford Loans.

DIRECTIONS FOR PARENT LOAN BORROWERS AT FORT LEWIS COLLEGE

1. Parents must complete a Parent PLUS Loan Authorization Form and return it signed to the Office of Financial Aid. This form can be faxed, mailed or emailed to the address or fax number listed below.
   To print a Parent PLUS Loan Authorization Form for your parent, the student can log into WebOPUS, click on the Financial Aid tab, in the next screen click on My Eligibility and in the drop down window, click on Student Requirements. Then, you should be able to see the Unsatisfied Disbursement Requirements field and click on the Parent PLUS Loan Authorization Form.
2. New Parent Borrowers must complete a Master Promissory Note for Parent PLUS Loan in their name at www.studentloans.gov. Your Parent must use his/her FSA ID (his/her username and password) when logging in.

Questions?

Please contact    Fort Lewis College, Office of Financial Aid
101 Miller Student Services Building
1000 Rim Drive, Durango, CO  81301
800-352-7512 or 970-247-7142
finaid_off@fortlewis.edu

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