

1. Access the Student Administration System at studentadmin.uconn.edu.
2. Select "LOGIN" and sign in using your NetID and password, then click on "Self-Service."
3. Click on "Student Center."
4. Under the Financial Aid section, click on "View Financial Aid" (this is where you can accept or decline your awards).
5. Select the specific aid year to view your current offer.
6. Review your packaging status information to ensure it is accurate and click "Continue."
7. Review your academic year award summary and click "Continue."

To Take Action on Your Offer

1. Select "Accept/Decline Awards" under Step 1.
2. Click on the name of the offer to review the terms and eligibility requirements (enrollment, GPA, etc.) for each type of aid you have been offered. You must accept or decline each individual offer, and complete the process by clicking "Save" at the bottom of the page. If you do not take action on each offer, you will not be able to complete and save. Then, select the "Previous" button.
NOTE: If you have accepted a Federal Direct Student Loan as part of your financial aid offer, you must complete an Entrance Counseling session and a Federal Direct Student Loan Master Promissory Note at studentaid.gov.
3. In Step 2, enter your anticipated credits by selecting "Enter Credits."
4. Enter the actual number of credits you expect to register for in each semester. If you are less than full-time, your financial aid offer may change.
5. If you will be receiving other sources of funding that are not included in your current offer, you must enter the source and amount of each award (for example, a scholarship, fellowship, or tuition waiver). Go to Step 3 and select "Enter Other Aid Sources," then "Add" and "Save."
6. You must complete the process by clicking "I Certify That All Information Is Correct."

Detailed instructions regarding use of Student Administration Self-Service can be found by navigating to studentadmin.uconn.edu.

Remember to check your email account frequently! All requests for information and any changes to your financial aid offer will be communicated through your email account.