

# Financial Aid at LSU Alexandria ([lsua.edu/financial-aid](http://lsua.edu/financial-aid))

This resource guide is to help you successfully complete your financial aid requirements in a timely manner. Once submitting your paperwork, you still have a few more steps to complete to finalize the process.

## Net Partner

Your NetPartner account is the driving force for your Financial Aid materials.

- To access NetPartner you will log in to your <http://my.lsua.edu> account with your LSUA username and password.
- Once logged into my.LSUA, you will select the student link at the top right of your screen.
- In the drop down box, select Financial aid (Netpartner)

The screenshot shows the myLSUA website interface. At the top, there is a navigation bar with the myLSUA logo and links for Self Service, Email, Moodle, MyLSU, and Student. The Student link is highlighted with a red arrow. Below the navigation bar, there is a section for 'CLASSES FOR 2017 - SUMMER' with a 'Select a Term' button. Below that is an 'EVENTS' section with a 'Request Media Coverage' link. The main content area displays two events: 'Civic Club Luncheon' on Mar 28, 2017 at 4:30 PM, and 'Baseball @ (22)Louisiana State University-Shreveport' on Mar 28, 2017 at 6:00 PM. A vertical 'FEEDBACK' button is on the left. A dropdown menu is open from the Student link, listing various services: Register for Orientation, Loan Application, Payment Plan Options, Purchase Books, Financial Aid (Net Partner) (highlighted with a red star), Request Transcript, Bank Manager, Online Tutoring, Reserve a Room, Training Offerings, and Manage Announcements.

# Documents Tab

Not sure what your status is in regards to your paperwork? Check the Documents tab. In addition to your FAFSA, there may be additional worksheets that are needed by the University.

- To access the forms needed, select the documentation/messages hyperlink under the “Menu” button in the upper left hand corner.
- Submit anything coded as “not received” or “incomplete” in the status field. \*If a document is incomplete check your LSUA email as we have notified you of what else is needed.
- You can submit your worksheets in several ways: in person, by mail, email to [financialaid@lsua.edu](mailto:financialaid@lsua.edu), fax (318) 473-6534, or electronic submission.
  - Some forms allow you to submit them electronically. However depending on your computers software this may not work. If it does not state the form was successfully submitted, you need to print it out and submit it using one of the other options listed above.



Welcome [redacted]

2018/2019



2018/2019

## Document status ledger:

**Not Received** : The Financial Aid Office requires this document and has not received it yet.

**Received** : The Financial Aid Office has received this document. A review of the document may or may not have occurred yet.

**Incomplete** : Your document has been reviewed and errors have been found. You will need to resubmit the document with corrections.

**Waived** : The document is no longer mandatory.

## Documentation

Your Documentation			
Document	Status	Status Date	Message
2018-2019 Parent PLUS Application	Not Received	3/27/2018	
Additional Loan Application	Not Received	3/27/2018	
<a href="#">Independent Child Support Paid</a>	Not Received	3/27/2018	
<a href="#">Dependent Child Support Paid</a>	Not Received	3/27/2018	
<a href="#">Firefight Dependent Exemption</a>	Not Received	3/27/2018	

# Messages Tab

- ☐ Check your messages frequently. It is recommended to check at least twice a week. This will provide a detailed account of actions that directly affect you and your financial aid status.

Menu ☰

You are currently logged in as: [REDACTED]

Current Award Year: 2018/2019 Log Out Help

**Explorer.**

When submitting a document electronically, you will receive a submission confirmation page immediately after clicking the submit button. If you do not receive a submissions confirmation page immediately after, then the form did not submit successfully. You may print the form and complete it by hand if you continue having issues submitting it electronically.

**APPOINTMENTS MUST BE MADE WITH THE IRS OFFICE TO PICK UP A TRANSCRIPT IN PERSON. PLEASE CALL 1-844-545-5640 TO SCHEDULE AN APPOINTMENT.**

**Document status ledger:**

**Not Received** : The Financial Aid Office requires this document and has not received it yet.

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**Documentation**

Document	Status	Status Date	Message
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Additional Loan Application	Not Received	3/27/2018	
<a href="#">Independent Child Support Paid</a>	Not Received	3/27/2018	
<a href="#">Dependent Child Support Paid</a>	Not Received	3/27/2018	
<a href="#">Firefight Dependent Exemption</a>	Not Received	3/27/2018	
Proof of VA Disability Rec 2016	Not Received	3/27/2018	
<a href="#">VA Disability Rec 2016</a>	Not Received	3/27/2018	
<a href="#">Student/Spouse 2016 Wage&amp;Inc Transcript</a>	Not Received	8/6/2018	
<a href="#">Parent 2016 Wage&amp;Inc Transcript</a>	Not Received	8/6/2018	
2018-2019 FAFSA	Received	2/21/2018	
<a href="#">Entrance Counseling</a>	Received	2/15/2018	

**Messages**

Below is a listing of various messages associated with your Financial Aid Record for the 2018-2019 Award Year. Please read all of the messages carefully. These messages are updated regularly -- please also check the Documentation tab to see if information has been received since a message was posted.

**Your Messages**

**Message**

**LOAN:** If you have declined or reduced the loan LSUA awarded you and would like to reapply or increase the amount, please complete the loan application found in the student tab of your myLSUA. Loans are not required for school attendance; however, if you need additional funds to pay your tuition, fees and books please submit a loan application. Please see the loan requirements in the accept awards tab. All loan funds must be repaid.

To submit a loan application [CLICK HERE](#) for the step-by-step instructions with how to submit a loan application for the Fall 2018 and Spring 2019 semesters. Once you request a loan it may take up to 7 days for this message to disappear. You will receive an email confirmation once your loan request has been received.

Based on the information reported on your FAFSA, you have already earned a Bachelorette degree. If you have already received your first bachelor's, then you are no longer eligible for the Federal Pell Grant. If you have not earned your first bachelor's degree, then please return to your FAFSA and make all appropriate corrections. Please contact us for any assistance.

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# Awards Tab

Once awarded, you will have two important tabs added to your NetPartner account: Awards and Accept Awards. To view your financial aid offers, select the Awards tab. You will be presented a message, along with a breakdown of your offers and disbursement time frame, i.e.) Fall 2017 and Spring 2018.

The awards are broken down by type. Grants and scholarships and then loans. As you see, with loans there is a gross amount and then a net amount. The Net amount is what will actually disburse once the Federal origination fee is removed. You may need to slide a gray bar over to the right at the bottom of your screen depending on your awards and how many semesters they are posted for.

The budget information above your awards if **NOT** your actual charges. Your budget determines the maximum amount of aid you can receive over a given period. It is calculated based on your enrollment, the FAFSA information you provided, and regional information. To see your charges you will view your self service portal.

Menu ☰
You are currently logged in as: [redacted]
Current Award Year: 2018/2019 ▼ [Log Out](#) [Help](#)

Your Budget Information	
Budget Category	Amount
Tuition and Fees	\$1,500.00
Books & Supp.	\$325.00
Living Allowance	\$2,357.00
Miscellaneous	\$520.00
<b>Total Budget</b>	<b>\$4,702.00</b>

Your Resource Information	
Resources	Amount
Student Contribution	\$1,438.00
<b>Total Resources</b>	<b>\$1,438.00</b>
<b>Remaining Need</b>	<b>\$3,264.00</b>

Below you will find detailed information regarding your financial aid awards for each semester.

If Federal grants or loans are received during the Summer 2018 terms it may effect the award amounts listed below at a later date. Please view your lifetime pell and loan limits at [NSLDS.ED.GOV](#) and if you have any concerns please contact the financial aid office. This information may not update until early mid August but any changes due to lifetime limits used will be final. Please note this can effect any anticipated aid that is posted for Fall terms. It is your responsibility to view your fee bill in self service frequently to ensure all balances are covered.

Your Award Information	
Fall 3	Total
\$4,702.00	\$4,702.00

All Federal grants are automatically posted once a valid FAFSA is received and are based on full time enrollment. Once the LSUA office has reviewed your enrollment award adjustments may occur. This applies to academic scholarships as well.

Grants and Scholarships			
Award	Fall 3	Total	Message
LA TOPS Scholarship	\$100.00	\$100.00	
<b>Total</b>	<b>\$100.00</b>	<b>\$100.00</b>	

All student loans must be repaid. A Master Promissory Note and Entrance Counseling must be completed to receive your loan disbursement. Students must be actively enrolled in at least a half time status to receive a student loan disbursement. Interest rates and origination fees also apply and can be found [HERE](#). All students must be enrolled in at least a half time status of eligible hours to receive loan disbursements.

Loans					
Award	Fall 3 Gross	Fall 3 Net	Total Gross	Total Net	Message
Unsubsidized Stafford Loan	\$4,602.00	\$4,554.00	\$4,602.00	\$4,554.00	
<b>Total</b>	<b>\$4,602.00</b>	<b>\$4,554.00</b>	<b>\$4,602.00</b>	<b>\$4,554.00</b>	

# Accept Awards Tab

Under the select Awards Tab, you will be presented your offered awards for one school year, i.e.) Fall and Spring Semester or Summer 3 through Summer 2 for 100% online students, along with an acceptance disclaimer. You will have to accept that you have read the Federal regulations governing awards prior to accessing the accept awards tab. This will only occur the first time you view it.

**\*\*Please Note\*\* You are not required to accept any financial aid unless you choose to do so. Do not hit "Accept All" until you have reviewed and wish to accept all awards.**

**If you only wish to accept certain awards then do so by individually accepting/declining them in the drop down box provided, then hit submit.**

16. In addition, by accepting any of the awards below I give Accounting Services permission to credit my account with financial aid in excess of my tuition and fees.  
17. I understand that if I am currently not enrolled in a 100% online degree program, but change my degree program to a 100% online degree program at a later date, then I risk the loss of my LSUA Scholarship and possible reduction to other awards, and vice versa.

If Federal grants or loans are received during the Summer 2018 terms it may effect the award amounts listed below at a later date. Please view your lifetime pell and loan limits at NSLDS.ED.GOV and if you have any concerns please contact the financial aid office. This information may not update until early mid August but any changes due to lifetime limits used will be final.

By accepting any of the awards below, you certify that you have read and understand the following:

1. If I accept any financial aid at LSUA, then decide not to come to LSUA it is my responsibility to resign from my classes. (for detailed information, see the Self-Service splash page).
2. Title IV Financial Aid may only be used for educational related expenses. Educational expenses are those included within the students cost of attendance budget.
3. I must be officially admitted to the university as a degree seeking student in order to receive Title IV aid. Provisionally admitted students will not receive any financial aid. Non degree seeking students will not receive any financial aid.
4. If my enrollment status changes before the end of day on the following dates, my financial aid may be adjusted; Fall/Spring Full term, 2nd session, A term - 14th class day (Summer - 7th class day); 3rd session - 2nd class day (Summer - 2nd class day); B term - 7th class day (Summer - 2nd class day).
5. Full time = 12+ hours, Three quarter time = 9-11 hours, half time = 6-8 hours, Less than half time = 5 and under. 100% online students, Full time = 6+ hours per term, Three quarter = 4-5, Half time = 3, Less than half time = 2 and under.
6. Financial aid may be reduced if I withdraw from classes after the dates listed in #4 or drop prior to that date.
7. It is my responsibility to discuss with LSUA Financial Aid staff the impact a change in my schedule will have on my financial aid.
8. I may not be entitled to any Title IV aid if I resign from the university before the dates listed in #4.
9. I have read and understand the policies for Satisfactory Academic Progress found [here](#) for the receipt of Title IV, State, and Institutional Financial Aid at LSU Alexandria.
10. I have read and understand all of the messages posted on the Messages Tab of my Net Partner Account.
11. I understand that it is my responsibility to log in to my Net Partner account at least once a week to review for any updates in messages or missing documents associated with any financial aid I have applied for, or actually receiving. Any awarded aid will not be disbursed until verification has been completed and all additional requirements met.
12. It is my responsibility to inform the Financial Aid Office of any special or unusual circumstances that might alter my financial aid.
13. Any changes to my academic information, or changes to data reported on my FAFSA may result in changes to my aid
14. I have read and understand all of the additional Federal Guidelines, anticipated aid, bookstore credit, disbursement, and refund information to my Federal Aid listed [here](#).
15. I have read and understand all of the above information and contacted the LSUA Financial Aid Office to get assistance with any information I did not understand.
16. In addition, by accepting any of the awards below I give Accounting Services permission to credit my account with financial aid in excess of my tuition and fees.
17. I understand that if I am currently not enrolled in a 100% online degree program, but change my degree program to a 100% online degree program at a later date, then I risk the loss of my LSUA Scholarship and possible reduction to other awards, and vice versa.

Award	Fall 3	Total	Message	Status
LA TOPS Scholarship	\$100.00	\$100.00		Accepted
Unsubsidized Stafford Loan	\$4,602.00	4802		Pending
<b>Total</b>	<b>\$4,702.00</b>	<b>\$4,702.00</b>		

Decline All Accept All

Submit

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# Award Offers Defined

In order to complete your Financial Aid application, you must decide to accept or decline any aid that is offered.

- The photo below demonstrates what your awards page will reflect when you have received your offers. Be sure to move the scroll bar at the bottom all the way right to see, some screens the bar may be hard to see.
- You have the option to accept or decline each individual item. You will select submit at the end of your choices.

**\*\*\*WARNING\*\* If you select Accept All or Decline All, this will apply to EVERY item, regardless if you had accepted or rejected previously. It is best to do each item individually.**

In addition, by accepting any of the awards below I give Accounting Services permission to credit my account with financial aid in excess of my tuition and fees

Fund	Amount	Message	Status
Federal Pell Grant	\$4,900.00		Accepted
Baseball Scholarship	\$1,500.00		Accepted
LA TOPS Scholarship	\$3,738.00		Accepted
Unsubsidized Stafford Loan	\$332.00		Pending <input type="button" value="v"/>
Federal Subsidized Stafford Lo	\$2,750.00		Pending <input type="button" value="v"/>
<b>Total Awards:</b>	<b>\$13,220.00</b>		<input type="button" value="Decline All"/> <input type="button" value="Accept All"/>



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## So What Exactly Are These Awards?

### Pell Grant

- A Federal Pell Grant, unlike a loan, does not have to be repaid, unless you do not complete the semester for which you received the award. **(Free Money!)** The amount of your PELL award is determined by your FAFSA and enrollment. You Student Aid Report (SAR) on the FAFSA web page will tell you the maximum PELL you are eligible to receive for the year if you are a full time student
  - Learn more about Pell Grants - <https://studentaid.ed.gov/types/grants-scholarships/pell>
  - To apply, complete the FAFSA - <http://www.fafsa.ed.gov>

### Scholarship

- These are offered based on application at LSU – These will not have to be repaid.

### Louisiana TOPS Program

- <http://www.osfa.state.la.us/schgrt6.htm>

### Stafford Loan (Subsidized and Unsubsidized)

- <http://www.studentloans.gov>

# Disbursement tab

- The disbursement tab is where you can view scheduled dates that your awards will disburse to your fee bill.
- To do so, you will need to click on the PLUS sign next to the semester/term you wish to view

Menu You are currently logged in as: [redacted]

Current Award Year: 2018/2019 Log Out Help

LSU of ALEXANDRIA

## Disbursements

**DISBURSEMENT UPDATE**

**Please read and understand the following: TOPS recipients for Fall 2/ Fall 3 & Spring 2/Spring 3: monies for the semester as a whole are disbursed during the Fall 2/Spring 2 term. If a refund is received please note that you may need to use this to cover any Fall3/Spring3 balance. Scheduled dates listed below are pending all requirements have been met.**

- A disbursement does not mean a refund has been issued.
- A disbursement is when your aid has been sent to the accounting office. Please allow up to 14 business days after the latest date of disbursement posted for accounting to post and process any potential refund.
- To see if a refund was issued, or if a balance is still owed please view your fee bill in self-service.
- All scheduled disbursement dates are subject to change or may not reflect correctly below. Disbursements occur either after the 14th class day or 30th class day for first time loan borrowers. The first time borrower disbursement date is 09/26/2018 for Fall 2018 and 02/20/2019 for Spring 2019.
- LOANS - Students must be actively enrolled an **eligible** half time status at the time of each disbursement, or have completed successfully at least half time hours for the term in question. Please review the Federal Funds information [HERE](#) to see what classifies as "ineligible hours". Minimum half time is 6 hours for all students except those in the 100% online **program** (i.e Spring 2, Spring 3, etc. **not** 2nd or 3rd session). For those students 3 hours per term is half time. Loans must be origination prior to the last class day of the loan period, meaning all required documents must be in and completed, and the loan accepted and sent to the Department of Education. The scheduled amount is the Net award amount once the origination fee has been removed. The origination fee at this time is 1.066% for sub/unsubsidized loans and 4.264% for PLUS loans disbursed before 10/1/2018. On or after 10/1/2018 the origination fee is 1.062% for subsidized/unsubsidized and for PLUS loans it is 4.248%. Interest rates for sub/unsu are 5.05% and 7.60% for PLUS loans. **Please be sure to set up direct deposit via bank manager found in your MyLSua to expedite any financial aid refunds.**

**If Federal grants or loans are received during the Summer 2018 terms it may effect the award amounts listed below at a later date. Please view your lifetime pell and loan limits at NSLDS.ED.GOV and if you have any concerns please contact the financial aid office. This information may not update until early mid August but any changes due to lifetime limits used will be final. Please note this can effect any anticipated aid that is posted for Fall terms. It is your responsibility to view your fee bill in self service frequently to ensure all balances are covered.**

**ALL LOANS FOR FIRST TIME LOAN BORROWERS MAY NOT REFLECT THE CORRECT SCHEDULED DISBURSEMENT DATE BELOW. FIRST TIME LOAN BORROWERS WILL NOT DISBURSE UNTIL THE 30TH CLASS DAY.**

Below is a list of your scheduled and actual disbursements. To see detailed term/semester summary please click the area immediately in front of the term/semester you wish to see.

POE	Scheduled Amount	Transaction Amount
+ Fall 3	\$4,654.00	
<b>Total</b>	<b>\$4,654.00</b>	

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Then you will see the scheduled amount as well as the scheduled date. Once the awards disburse you will see the amount that was sent under **transaction amount** and **as of date**.

There are several reasons aid may not disburse on the scheduled date, mainly it has to do with missing documentation or unmet messages, so be sure you are monitoring those regularly.

POE

Scheduled Amount	Transaction Amount
- Fall 3	\$4,654.00

Award Name	Scheduled Amount	Scheduled Date	Transaction Amount	As of Date
LA TOPS Scholarship	\$100.00	10/31/18		
Unsubsidized Stafford Loan	\$4,354.00	10/31/18		
<b>Subtotal Scheduled</b>	<b>\$4,654.00</b>	<b>Subtotal Disbursed</b>		
<b>Total</b>	<b>\$4,654.00</b>			

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## Loan history tab

The loan history tab will reflect your loan balance with the Department of Education as of the date your FAFSA was completed. It will not reflect with this award years information.