

Financial Aid Online Services

CHECK YOUR FINANCIAL AID REQUIREMENTS AND STATUS:

Once PCC downloads your FAFSA data, you can check your status online. (NOTE: If you get the following message “You do not have security access to this page...” or you are unable to choose the aid year you are wanting to view, we have not downloaded your FAFSA data so you need to check back later.)

1. Open your internet browser and go to www.pcc.edu/mypcc
2. Login with your UserName and Password
3. Click on the College Business Tab. On the right side of the page, you will see a Financial Aid channel. If we have downloaded your financial aid data, you should see the financial aid requirements listed for the aid year. If you want to see a different aid year, click on My Status, Eligibility and Awards. Click on Eligibility; then Select Aid Year from drop down menu. Return to the Financial Aid Channel to view your requirements as indicated below.
4. If you have financial aid requirements, the requirements will display. A green checkmark means the requirement is satisfied; a red flag means the requirement is not satisfied and requires action on your part. Click the requirement; then click the link to the requirement. Print and complete the form and/or obtain the requested documentation; then submit the information to the Financial Aid Office. *An exception could be the Master Promissory Note. See Section 3.*
5. You can also obtain additional status information by clicking on “My Status, Eligibility, and Awards”. Other financial aid information is accessible from this menu. Additional forms can be obtained under PCC Forms.

ACCEPT OR DECLINE YOUR AWARD & PRINT YOUR AWARD LETTER:

You must accept or decline your award on line. Access to your award information on line is available as soon as your award has been approved and you receive a Financial Aid Award email via your MyPCC email address.

1. Open your internet browser and go to www.pcc.edu/mypcc; Login with UserName and Password
2. Click on the College Business Tab; in Financial Aid channel, click on “My Status, Eligibility, and Awards”.
3. Click on Award; then Click on Award for Aid Year and select appropriate aid year; Submit.
4. To view only, click on Award Overview
5. To view, accept/decline, print your award, you must first accept the Terms and Conditions.
6. Click on Terms and Conditions tab; Read the Terms and Conditions, including the links to additional information. **You are responsible to learn and understand this information.**
7. Under Authorization to Deduct Charges, choose Yes or No. (Note: If you choose “No”, you will NOT be eligible to charge books at the PCC Bookstore).
8. Click “Accept”. (Note: If you choose to Not Accept, you will not be eligible for financial aid)
9. Click on Award Offer tab. Follow the instructions to accept or decline your award.
Note: Grant funds are automatically accepted for you. You may accept in full or partial amount for loans and work-study or decline the fund. **DO NOT LEAVE LOAN AND/OR WORK STUDY FUNDS UNDECIDED. YOU MUST CHOOSE ACCEPT OR DECLINE. IF YOU CHOOSE TO DECLINE THE SUBSIDIZED PORTION OF YOUR DIRECT LOAN, YOU MAY NOT ACCEPT THE UNSUBSIDIZED PORTION.** The Parent (PLUS) loan requires a parent to complete a separate application process. See PLUS information on our website.
10. To view and print a PCC customized award letter, click the Display Award Letter link at the bottom of the page. The system will require you to re-enter the aid year. **We encourage you to print a copy of your award letter for your records.**
11. Review your enrollment status. If this is incorrect or you will not be attending all terms for which you have been awarded, complete a Revision Request form (after you accept or decline your funds) available at any PCC Financial Aid Office or on line at www.pcc.edu/fa (Click on PCC Forms).
12. Set up a refund option. Go to the Financial Aid channel and click on My Refunds link and follow the steps.

CHECK YOUR FINANCIAL AID FUND DISBURSEMENT:

Have my funds disbursed?

1. Open internet browser and go to www.pcc.edu/mypcc; Login with your UserName and Password
2. Click on the College Business Tab
3. In My Account channel, click on PCC Pay-View/Pay My Bill.
4. Click on My Account Balance. Once your financial aid funds have been disbursed you can view that information here.

When will disbursement occur?

5. To view the Financial Aid Disbursement Schedule, go back to the College Business Tab
6. Click on Financial Aid Website
7. Under Manage Your Award, click on Disbursement of Funds

Check your Sallie Mae account. Are you signed up for your refund?

8. To view your Sallie Mae refund status and information, go back to the College Business Tab
9. In the Financial Aid channel, click on MyRefunds

CHECK YOUR DIRECT STAFFORD LOAN:

A. Complete Entrance Counseling. This is a ONE-TIME requirement for all new borrowers at PCC

1. Go to www.studentloans.gov
2. Click Sign in and input following information:
 - a. Social Security Number
 - b. First Two (2) Characters of Last Name
 - c. Date of Birth (mm/dd/yyyy)
 - d. FASFA PIN (for help with PIN, refer to : www.pin.ed.gov)
 - e. Then click sign in
3. Under heading Counseling Note click:
 - a. Complete Entrance Counseling
 - b. Under Please identify yourself click : I am an undergraduate student
 - c. Read and answer all questions on pages 1-16.
 - d. Click submit and print confirmation.

B. Sign Your Federal Direct Loan Master Promissory Note (MPN)

1. Go to: www.studentloans.gov
2. Click Sign in and input following information:
 - a. Social Security Number
 - b. First Two (2) Characters of Last Name
 - c. Date of Birth (mm/dd/yyyy)
 - d. FAFSA PIN (for help with PIN, refer to : www.pin.ed.gov)
 - e. Then click sign in
3. Under heading Master Promissory Note click:
 - a. Complete MPN
 - b. Input all information and then click submit
 - c. Watch for email from federal processor confirming completion of your MPN. **Once you receive this confirmation, you do not need to take any further steps.** *Note: the MPN requirement status on MyPCC will remain a "red flag"/unsatisfied until PCC sends the request for fund to the Direct Loan processor.*

Having problems with your Direct Master Promissory Note? If so, call 1-800-557-7394. Did you make an error on your Direct Master Promissory Note such as name, Social Security Number and or date of birth? If so you must do a new Direct Master Promissory Note.

Updated 8/17/11