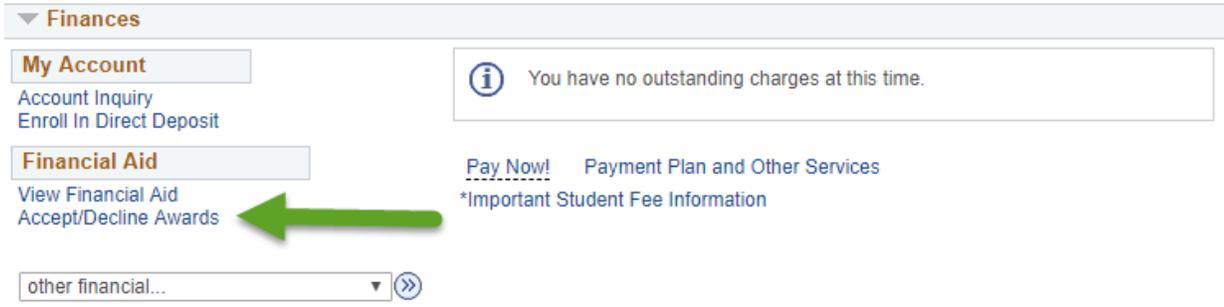


# ACCEPTING A FEDERAL DIRECT STAFFORD LOAN

(Example is using 2018-19 Award Year)

The following instructions are intended as a guide to help students navigate through the process of accepting/declining Federal Direct Subsidized and Unsubsidized Loans.

1. Login to your MySJSU. On the Student Center page, **under Finances**, click on the Accept/Decline Awards link.



▼ Finances

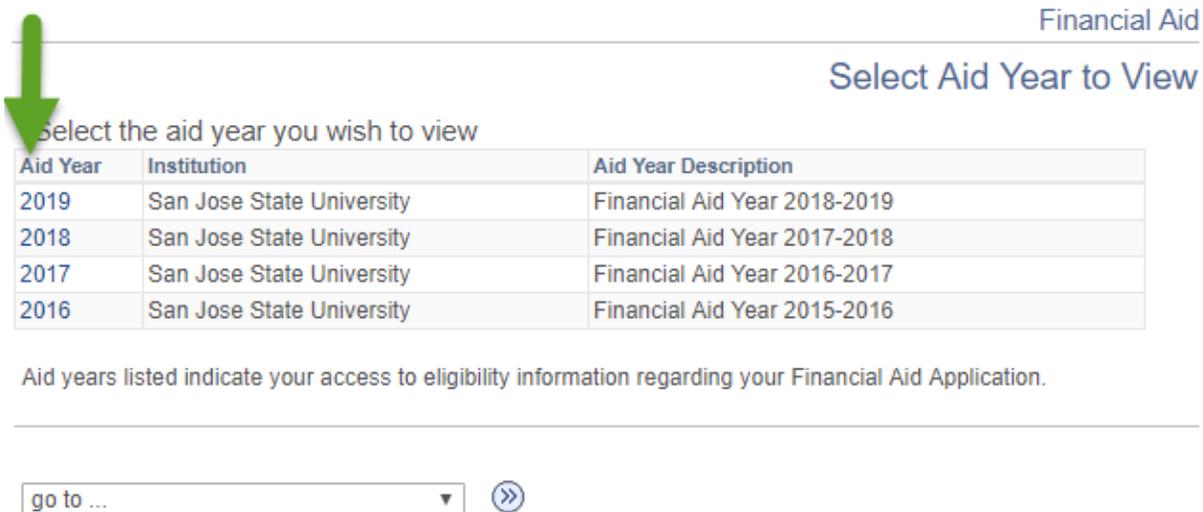
**My Account**  
Account Inquiry  
Enroll In Direct Deposit

**Financial Aid**  
View Financial Aid  
Accept/Decline Awards

Pay Now! Payment Plan and Other Services  
\*Important Student Fee Information

other financial... >>

2. To view your award package, CLICK on the Aid Year link.



Financial Aid

## Select Aid Year to View

Select the aid year you wish to view

Aid Year	Institution	Aid Year Description
2019	San Jose State University	Financial Aid Year 2018-2019
2018	San Jose State University	Financial Aid Year 2017-2018
2017	San Jose State University	Financial Aid Year 2016-2017
2016	San Jose State University	Financial Aid Year 2015-2016

Aid years listed indicate your access to eligibility information regarding your Financial Aid Application.

go to ... >>

3. Grants are money you do not have to repay and are typically based on financial need (If awarded with grants, **you do not need to accept Grants**; they are automatically accepted on your behalf). For each loan type you would like to borrow, **CLICK** on the **accept** box. If you do not want to borrow the loans, you can either leave the award alone or **decline** each loan(s).

## Financial Aid Award Package

### Financial Aid Year 2018-2019

Your financial aid package has been revised based on updated information. Please review each award and corresponding message. You may Accept and/or Decline any or all of the awards that are currently available. Remember to 'Submit' your changes.

Last Updated 08/09/2018 10:20:42AM Status Revised Package

Award	Category	Career	Offered	Accepted	Accept	Decline
Direct Loan Sub Stafford Ln 1	Loan	Undergraduate	5,500.00	5,500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>

4. Once you click on accept, a box will open in the accepted amount column. This gives you the option to accept the full amount being offered, or lower the amount. **Important** to know, the amount of the loan you accept is for the year, unless you have notified the Financial Aid Office to adjust the award for one semester only.

Award	Category	Career	Offered	Accepted	Accept	Decline
<a href="#">Direct Loan Unsub Stafford 1</a>	Loan	Undergraduate	3,115.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">Federal Work Study</a>	Work/Study	Undergraduate	5,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">Supplemental Educ Oppr Grant</a>	Grant	Undergraduate	600.00	600.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<a href="#">Direct Loan Sub Stafford Ln 1</a>	Loan	Undergraduate	3,500.00	<input type="text" value="3,500.00"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Once you have accepted the loan, click the **submit** button on the bottom of the page.

<a href="#">Direct Loan Unsub Stafford 1</a>	Loan	Undergraduate	7,000.00	0.00	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total</b>			<b>24,765.26</b>	<b>17,765.26</b>		

Currency used is US Dollar.

5. You will then see a warning page. Click YES to submit your loan request.

### Accept/Decline Financial Aid

 Click Yes to continue with the submit. Any changes made will be saved. Click No to cancel the submit.

6. You will then receive a confirmation. Click OK to exit.

### Accept/Decline Financial Aid

**Submit Confirmation**

 The Submit was successful.

If you are a first time student loan borrower at SJSU, you will receive a message in your To-Do list to complete an Entrance Loan Counseling. In addition, if it has been 10 years since you last completed a Master Promissory Note (MPN), you may need to complete a new MPN. Notification to complete these items will appear approximately 3-5 business days from when you accept your loan(s).