CHECKING YOUR FINANCIAL AID STATUS

(Please Read Carefully)

1. Visit http://my.vuu.edu/ics/

2. ENTER Username (Student ID#) and Password (which you should have received in your MyVUU Account Notification email, if you do not have your password if can be reset by hitting the “forgot password link, and your will be emailed a link to reset your password) at the top of the web page and choose Login.

3. Click on the STUDENT FINANCES at the top of the page to access the registration page.

4. Click on MY FINANCIAL AID in the left margin.

5. Click on FINANCIAL AID AWARD to view award letter.

6. Click on FINANCIAL AID DOCUMENT TRACKING to see missing documents.

Please see following slide for diagramed instructions. After viewing the slides if you are still having difficulty accessing this information, please do not hesitate to contact our office at 1-804-257-5882.

Sincerely,
Virginia Union University
Financial Aid Office
STEP 1
Visit: http://my.vuu.edu/ics/
STEP 2  LOG IN:

ENTER Username (Student ID#) and Password (which you should have received in your MyVUU Account Notification email, if you do not have your password if can be reset by hitting the “I forgot my password link, and you will be emailed a link to reset your password) at the top of the web page and choose Login.
After successful login, begin checking admissions for any needed documentation, schedule or student finances for information on being awarded.
STEP 4  Click My Financial Aid
STEP 5 Click Financial Aid Awards
After Click View Financial Aid Awards, you should see information similar to the example below:

### My Financial Aid

**Financial Aid Awards - Aid Awards List**

*Awards for: Prospective Student*

**Award Year:** 2016-2017

<table>
<thead>
<tr>
<th>Awards</th>
<th>Total Award</th>
<th>Award Status</th>
<th>Fall '16</th>
<th>Spr '17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal SEOG Non-VA</td>
<td>$1,000.00</td>
<td>P</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Federal Pell Grant</td>
<td>$5,815.00</td>
<td>P</td>
<td>$2,908.00</td>
<td>$2,907.00</td>
</tr>
<tr>
<td>Addtl. Fed. Direct Unsub. Loan</td>
<td>$2,000.00</td>
<td>P</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Federal Direct Subsidized Loan</td>
<td>$3,500.00</td>
<td>P</td>
<td>$1,750.00</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>Parent PLUS Loan</td>
<td>$15,768.00</td>
<td>P</td>
<td>$7,884.00</td>
<td>$7,884.00</td>
</tr>
<tr>
<td>Federal Work Study -On Campus</td>
<td>$2,000.00</td>
<td>P</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$30,683.00</strong></td>
<td></td>
<td><strong>$15,042.00</strong></td>
<td><strong>$15,041.00</strong></td>
</tr>
</tbody>
</table>

**Legend:**
- AW = Awarded
- A = Accepted
- P = Pending
- C = Cancelled/Declined
- D = Denied
Click on Financial Aid Document Tracking to see your missing documents:

- Financial Aid Awards
- Undergraduate Financial Aid
- Graduate Financial Aid
- Graduate Financial Aid - Verification forms
- Net Price Calculator
- Graduate Financial Aid

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