



## Instructions for Accepting Your Presbyterian College Financial Aid Award Package

Paste this link to access BannerWeb: [http://www.presby.edu/cgi-bin/prod\\_load.pl](http://www.presby.edu/cgi-bin/prod_load.pl)

Enter User ID and PIN: **User ID:** Student ID number  
**PIN #:** (sent to you in a letter upon your application to PC)

***Be sure to remember your new PIN. You will need it each time you log on BannerWeb self-service. When you change your PIN, you will be asked to establish a security question that will allow you to reset your PIN if you forget it.***

- Select: **Financial Aid**
- Select: **Financial Aid Status**  
This page gives you information regarding Financial Aid Budget, overall amount awarded, and Missing Requirements to complete Financial Aid.
- Select: **Financial Aid Year 2018-2019** (from drop down box)
- Select: **Award Overview** (center bottom of webpage)  
Award Package for Financial Aid Year 2018-2019  
This page allows you to view your Financial Aid Budget (Cost of Attendance) and your total offered award.
- Select: **Terms and Conditions tab**  
Read through the information on this page. You will be held responsible for agreeing to these terms and conditions. Once you have read all information – ACCEPT.
- Select: **Accept Award Offer tab**  
This is your Financial Aid award offer. Your grant and/or scholarships are in accepted status. You may accept, decline, or lower the amount of your loans. You may accept or decline Federal Work Study (if offered). After full review of your Financial Aid award – SUBMIT DECISION.

The financial aid award is based on full time enrollment, 12 or more credit hours per semester.

Federal College Work Study may be deducted from your balance due to PC. An Authorization Form from you must be completed with the Student Accounts Office. Work Study funds are earned and paid on a monthly basis.

Presbyterian College reserves the right to adjust your award based on final determinations of eligibility for financial aid and/or the receipt of additional scholarship/grant funds.

This initial financial aid award will be the only paper copy that will be mailed to you. All subsequent changes or revisions to your award will be available through [http://www.presby.edu/cgi-bin/prod\\_load.pl](http://www.presby.edu/cgi-bin/prod_load.pl), a secure Presbyterian College website. You will be notified through your PC email account. See additional pages for instructions to access your financial aid award information on Banner Web Self Service.

**PLEASE NOTE: Acceptance of this award does not indicate a commitment to attend Presbyterian College.**

*In addition to financial aid, information is available over the web from several other offices on campus. Please access [http://www.presby.edu/cgi-bin/prod\\_load.pl](http://www.presby.edu/cgi-bin/prod_load.pl) to view BannerWeb Self-service. Become familiar with BannerWeb. This site provides you with the ability to submit housing information, add/drop courses, view grades, and review your student account information.*