Steps to Review and Accept Award, Complete Deferment,

A. Review your Award Package
B. Accept/Decline your Financial Aid Award
C. For Federal Parent and Graduate PLUS Loans only, complete the on-line application and credit review (see section F or G; carefully review section H, Understanding the Credit Review Process, on back).
D. Complete Entrance Loan Counseling
E. Complete your Financial Aid Deferment
F. Complete the Master Promissory Note

A. **Review your Award Package – What have I been awarded in the federal, state and university programs?**
   - Launch TSU website, www.tsu.edu
   - Click on My TSU Web
   - Enter User ID and PIN (following instructions on page)
   - Click on Students tab
   - Click on Award Information
   - Click on Award by Aid Year
   - Select the 2015/2016 aid year and click submit
   - Click on Award Overview
   - Stroll down to Financial Aid Award

B. **Accept/Decline your Financial Aid Award - Am I going to participate in the work-study and federal loan programs?**
   - Follow steps from Review your Award
   - Click on Accept Award Offer tab
   - Go to the box that says Accept/Decline Award
   - **Federal Loans may be reduced prior to accepting the loan.** Accepting a Federal Graduate or PLUS Loan on the TSU MYTSUWeb Account does not mean the loan has been approved. Additional steps are required to secure the loan.
   - Submit decision

C. **Complete Entrance Loan Counseling** – federally mandated information sessions that provide critical information on the student's rights and responsibilities, deferment, forbearance, default and rehabilitation of federal student loans.
   - Visit www.studentloans.gov
   - Click – Sign In
   - Log into Account
   - Click – Complete Entrance Counseling

D. **Complete your Financial Aid Deferment** (All aid in step B must be accepted or declined AND entrance loan counseling must be completed 24 hrs prior to gaining access to completing an on-line deferment)
   - Log into your My TSU Web
   - Click on Students tab
   - Click on Financial Aid Deferment
   - Select Term Fall 2015
   - Select Yes
   - Enter My Web Account pin
   - Print copy for your records