The mySLU portal is your one and only doorway to access Banner Self-Service (your link to registration, billing and financial aid information), e-mail, calendar, groups and many other resources offered online by Saint Louis University. You must access your mySLU account to confirm, accept, decline or reduce your financial aid awards.

Please read this information carefully and follow the instructions for viewing and accepting your financial aid awards.

FIRST TIME mySLU USERS:

1. Log onto SLU’s password management site using your SLUNet ID at password.slu.edu. Your SLUNet ID is the same as your e-mail username – the part of your SLU e-mail address before the “@” symbol. Your temporary password is the last six digits of your Banner ID number.
2. Click “Change Password” on the left-hand side of the screen and set a new password for your SLUNet ID according to the guidelines shown. Your new password must be a combination of letters and at least one numeric character.
3. Keep your SLUNet ID and new password in a safe place. Log out of the password management site once you have changed your password, and continue with the instructions listed below.

NAVIGATING mySLU AND CONFIRMING YOUR AWARD:

1. Log onto mySLU, the University’s information portal at myslu.slu.edu.
2. Enter your SLUNet ID and password and login.
3. Select the Student tab.
4. Select Financial Aid Awards within the “Student Financial Services” section
5. Select Aid Year (Aid Year 2008-2009) and click Submit
   ✓ Read carefully, the terms and conditions of your award
   ✓ Review the awarded fund, status, and amount under the Award Decision section, which follows the terms and conditions. Action may be required, such as completing a Master Promissory Note (agreement between borrower and lender) for your student loan or submitting additional documentation requested by the office of student financial services.

- To accept the full amount for all awards, click Accept Full Amount All Awards
- To accept partial amount* of an award, indicate the decision in the Award Decision dropdown box, enter lesser amount in the Accept Partial Amount space provided and click Submit Decision.
- To decline an award,* indicate the decision in the Award Decision dropdown box and click Submit Decision.

*NOTE: If you are accepting partial amounts or declining an award(s), you must confirm by clicking the Submit Decision box.

Please review the important notes listed on the reverse side of this page.
IMPORTANT NOTES TO REVIEW

• You must confirm financial aid awards online via mySLU.

• **Federal Work-Study:** Federal Work-Study (FWS) must be accepted by May 1. FWS awarded after May 1 must be accepted within 30 days of notification. FWS not accepted within the appropriate time will be cancelled.

  Federal Work-Study, if listed on your award letter, signifies the student's need-based eligibility for on-campus work-study employment. Eligible students may work up to 15 hours per week (depending on eligibility given and rate of pay received) during the fall and spring semesters and receive their earnings directly through a paycheck. The amount listed for Federal Work-Study on your award letter is a reasonable *estimate* of the student's potential work study income; *actual* amounts are determined by the number of hours worked and the wage earned. Students are typically awarded $3,200 per year.

  Federal Work-Study, though it appears on your award letter as an estimate, is *not* included in your total award. It is included as a point of reference since a student’s Federal Work-Study earnings provide an additional resource to offset expenses.

  Federal Work-Study positions will be posted after June 1 at: [www.careersleuth.org](http://www.careersleuth.org). Students may view a job description and rate of pay on this Web site. To schedule an interview, the student may contact the department for which the job is posted.

  **For on-campus jobs that are not need-based, visit:** [www.careersleuth.org](http://www.careersleuth.org).

• **Student loans:** Student loan offers reflect the maximum amount of eligibility. You must enroll at least half-time to be eligible.

  Saint Louis University has identified several commonly used lenders because of their outstanding service and incentives designed to benefit our students. To review Saint Louis University’s commonly used lenders for Stafford, Parent PLUS, Graduate PLUS and alternative/private loans and to complete a Master Promissory Note (agreement between borrower and lender), visit: [http://finaid.slu.edu/loans](http://finaid.slu.edu/loans).

  Federal regulations may change. Any variance causing changes to your awards will be communicated to you via your Saint Louis University e-mail.

• **Private scholarships:** If you have received a private scholarship from an outside source, please send notification of this award to the office of student financial services via postal mail, fax or e-mail. Please ensure your name and student Banner ID number are listed on the scholarship notification letter. All scholarship checks must be sent directly to the office of student financial services.

  The costs and awards are based on certain assumptions such as enrollment status, data from the Free Application for Federal Student Aid (FAFSA) and program of study. We incorporate a variety of sources, including federal and state governments, private organizations and institutional programs, to supplement your family’s ability to pay for college costs.

  All sources of financial aid are considered in your award package. This may include private scholarships from any source, scholarships and tuition assistance received from SLU, aid received from the State of Missouri, vocation rehabilitation, remissions, veteran’s benefits, graduate assistantships and stipends, and others.