



How To Accept Offer

The Instructions

The Steps:

- Step 1: Login Onto Your BannerWeb By “Enter Secure Area” And Entering Your Username (Student ID#) & Pin (6 Digit # In Acceptance Package)
- Step 2: Once There Click On *Student Services & Financial Aid*, Then Click *Financial Aid*
- Step 3: Once Reaching This Screen You Will Click On The Third Link Which Is *My Award Information*
- Step 4: Next You Will Click *Award By Aid Year*, Enter The Appropriate School Year (2011 – 2012 Award Year) & Click Submit
- Step 5: Choose The Tab *Accept Award Offer* & Continue On This Page To Either Accept Full Or Partial Amounts Of Your Financial Aid (When You Click Submit You Will See A **FORBIDDEN SCREEN**,_However Once You Click The Back Navigation Key It Will Show You That The Awards Have Been Accepted)

The Office of Student Financial Aid
223 James P. Brawley Drive, SW ♦ Haven Warren Hall 209 ♦ Atlanta, GA. 30314
404.880.8992 Office ♦ 404.880.8070 Fax