How to Access Financial Aid Award Letter

1.) Log in to my.newpaltz.edu
2.) Under the Students tab, on the left hand side of the screen select “Money”
3.) Under Financial Aid, select “My Financial Aid”
4.) Click on Award drop down

5.) Click on “Award for Aid Year”
6.) In drop down, select the most recent Award Year and click submit
7.) Select “View Your Award Letter”

Below is an example of what the Financial Aid Award Letter should look like:
Dear Student,

Financial aid for the Award Year 2016-17 is based upon estimated costs of $23,600.00. This includes: Tuition, fees, room, board, books and supplies, personal expenses and transportation. Please complete the following:

1. **All students are required to accept or decline awards in their aid package online at my.newpaltz.edu.** Follow the login directions and click the appropriate column (yes or no).
2. If you desire a **PARTIAL amount of LOAN aid** input the lesser amount in the space provided.
3. Failure to complete the above steps within 45 days may result in aid forfeiture. For Terms and Conditions of Financial Aid, visit our office website, [www.newpaltz.edu/financialaid](http://www.newpaltz.edu/financialaid).

<table>
<thead>
<tr>
<th></th>
<th>Summer 2016</th>
<th>Fall 2016</th>
<th>Spring 2017</th>
<th>TOTAL OFFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Loan Subsidize</td>
<td></td>
<td>2,750.00</td>
<td>2,750.00</td>
<td>5,500.00</td>
</tr>
<tr>
<td>Direct Loan Unsubsidize</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td></td>
<td>2,000.00</td>
</tr>
<tr>
<td>Direct Parent Loan</td>
<td></td>
<td></td>
<td></td>
<td>00.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,750.00</strong></td>
<td><strong>$3,750.00</strong></td>
<td></td>
<td><strong>$7,500.00</strong></td>
</tr>
</tbody>
</table>

**IMPORTANT INFORMATION**

A. This offer is based upon full-time enrollment. Contact our office if you will be enrolled less than full-time or if you plan to graduate in August or December.
B. William D. Ford Direct Loan: All 1st time borrowers must complete a Master Promissory note and the Entrance Counseling Interview at [www.studentloans.gov](http://www.studentloans.gov).
C. Parent Loan (PLUS): The parent borrower must complete the PLUS Loan Request Process after June 1st at [www.studentloans.gov](http://www.studentloans.gov). This is a two-step process that includes a credit check and completion of a Master Promissory Note.
D. NYS TAP: Check your TAP status at [www.hesc.com](http://www.hesc.com) or call 1-888-697-4372.
E. OTHER RESOURCES: Should costs be reduced, revised packaging may occur.

Office of Financial Aid