

Accepting, Adjusting, and Declining Federal Loans in the Bruin Financial Aid Portal

Overview

This guide will provide students step-by-step instructions on accepting, adjusting, or declining financial aid, specifically Federal Loans.

Sections

- Accept, Adjust, or Decline Aid
- Obtain Help

Accept, Adjust, or Decline Aid

1. From the homepage, under Step 2, Take Action on Loans, click the **Review/Accept Awards** link, or from the top menu, select the **FINANCIAL** tab.

Required Financial Aid Actions	Required Financial Aid Actions				
562° 2023 - JAN 2024 (current)	55P 2023 - JUN 2024 (Cert	5EP 2023 - JUN 2024 (Current)			
A custom message to the strutent.	A custom message to the stud	Loustom message to the student.			
BECOME FINANCIAL AID ELIGIBLE	BECOME FINANCIAL AID ELIGIBLE	AID ELIGIBLE			
Complete 2023-2024 FAF SA Completed	Complete 2023/2024 FAFSA	plete 2023-2024 FAFBA Completed			
Submit all Required Documentation Completed 2 TAKE ACTION ON LOANS Completed	Submit all Required Documentation 2 TAKE ACTION ON LOANS Review/Accent Avoids	ell Required Documentation Completed			

Required Financial Aid Actions	
A custom message to the student.	×
BECOME FINANCIAL AID ELIGIBLE	
Complete 2023-2024 FAFSA Completed	
Submit all Required Documentation Completed	

2. The Review/Accept Awards link will redirect you to the Accept Your Funds screen. If you choose this option, please follow the steps to accept your funds.

Select Term Take action or	Loans Confirm Dor	ne					
Step 1 - Se	elect Term(s)						
Congratulations! You have been determined eligible for financial aid! process to select the amount of financial aid	Please review your financial aid offe required to cover your costs of education	r and go through th ation at UCLA.	e fund acceptance				
To remain eligible for the awards that require your confirmation, your rigination fees when considering amounts for your student loans. You scheduled to receive my financial aid?" by	ou must accept these funds by Jul 3 ir origination fees can be seen in the clicking on the icon to left of the Aw	l, 2025. Please be s breakdown under s ard Name.	sure to factor in section 3 "When arr				
2024 Fall Awards Select Term to Take /							
Fund	Awarded	Actions	Accepted				
Federal Pell Grant	\$2,465.00		-				
Federal Supplemental Opportunity Grant (FSEOG)	\$267.00		2				
UCLA Bruin Success Scholarship	\$833.00		Ĉ,				
University Grant Resident	\$6,175.00						
UCLA Parenting Grant	\$2,000.00						
Federal Work Study	\$1,000.00						
Federal Direct Subsidized Stafford Loan	\$1,166.00	Accepted	\$1,166.00				
Federal Direct Unsubsidized Stafford Loan	\$2,000.00	Accepted	\$2,000.00				

The FINANCIAL tab will redirect you to the Financial Information screen. Under section 2, How much Financial Aid can I receive? a list of awards will be displayed. Check each award's status and ensure the status reads Awarded.
 Note: Do not try to complete the loan acceptance process if the awards listed have a Projected status. Click the Pencil icon or the Update Acceptance button next to each listed award or the Adjust My Funding link to start the acceptance process.

		Financial Infor	mation	Ľ		
		SEP 2023 - JUN 2024 (Ser				
Your fina	ncial aid sur	mmary for Academic Y	ear Sep 25	5, 2023 - J	un 14, 2024	1
1. How much does my	education	2. How much Financial Aid	I can I receiv	e?		
Cost? Cost of Attendance	\$102,881.00	Award Name	Award Status	Offered to You	Amount you'll receive	Update/Edit
Tuition and Fees Health Insurance	\$65,790.00	Federal Direct Unsubsidized Stafford Loan	Awarded	\$20,500.00	Reguires Acceptance	Update Acceptance
Housing and Meals Books Estimated Living and	\$37,091.00	Federal Direct Graduate PLUS Loan (Chadwick Warhola 72339234)	Awarded	582,381.00	\$60,000.00	1
Other Expenses • Travel • Personal • Loan Fees				\$102,881.00	\$60,000.00	
You are under-funded for A You can accept more funds the Financial Aid office b	cademic Year Sep to cover these cos o explore additiona	25, 2023 - Jun 14, 2024. You need S your remaining tuittion and ts. If you have aiready accepted the means to cover these expenses. F amounts for your student	5,790.00, which 5 fees. maximum awar fease be sure tr loans.	amounts to abo ded amounts a o factor in origin	out \$670.66 per n valiable, you shou ation fees when o	nonth, to cover ild reach out to considering

4. The Accept Your Funds screen will display. Proceed to check or uncheck the **Select Term to Take Action** box on all the term awards you want to accept.

Select Term Take action on Loa	ns Confirm Dor	10	
Step 1 - Sele	ct Term(s)		
Congratulations! You have been determined eligible for financial aid! Plea process to select the amount of financial aid requ	ise review your financial aid offe ired to cover your costs of educa	r and go through the ation at UCLA.	e fund acceptance
To remain eligible for the awards that require your confirmation, you m igination fees when considering amounts for your student loans. Your or scheduled to receive my financial aid?" by clici	ust accept these funds by Jul 31 igination fees can be seen in the king on the icon to left of the Aw	1, 2025. Please be s breakdown under s ard Name.	sure to factor in section 3 "When an
2024 Fall Awards		Select Term	n to Take Action 🗌
Fund	Awarded	Actions	Accepted
Federal Pell Grant	\$2,465.00		
Federal Supplemental Opportunity Grant (FSEOG)	\$267.00		2
UCLA Bruin Success Scholarship	\$833.00		
University Grant Resident	\$6,175.00		
UCLA Parenting Grant	\$2,000.00		
Federal Work Study	\$1,000.00		
Federal Direct Subsidized Stafford Loan	\$1,166.00	Accepted	\$1,166.00
Federal Direct Unsubsidized Stafford Loan	\$2,000.00	Accepted	\$2,000.00

5. Click Take Action on Loans.

Fund	Awarded	Actions	Accepted	
Federal Direct Unsubsidized Stafford Loan	\$6,833.00	Pending Acceptance		
Federal Direct Graduate PLUS Loan	\$26,415.00		\$20,000.00	
2024 Spring Awards		Select Term	to Take Action	
Fund	Awarded	Actions	Accepted	
Federal Direct Unsubsidized Stafford Loan	\$6,834.00	Pending Acceptance	12	
Federal Direct Graduate PLUS Loan	\$26,414.00		\$20,000.00	
		ТАКЕ	ACTION ON LOANS	
and the second				E

- 6. Review the amounts of each loan, and under the **Take Action** section of **Each Term**, select one of the following options:
 - a. The full amount awarded of \$.
 - i. This option allows you to accept the awarded loan amount.
 - b. Another amount.
 - This option allows you to adjust the loan amount you accept.
 Note: This option will prioritize using the most beneficial loan first and fully apply it to the term before moving on to the next loan.
 - c. I would like to decline my funds that require acceptance.
 - i. This option allows you to decline the awarded loan amount. **Note:** This does not remove the loan from the package. If the student declines, they can still accept it via the student portal without notifying the Financial Aid Office.

2023 Fall Awards		
Cost of Attendance	Amount	Take Action
Tuition and FeesHealth Insurance	\$22,816.00	O The full amount awarded of \$6,833.00
Housing and MealsBooksEstimated Living and Other ExpensesTravelPersonalLoan Fees	\$13,534.00	 Another amount I would like to decline my funds that require acceptance
Total Cost of Attendance	\$36,350.00	

7. Once each term's Take Action sections are completed, click **Save**.

Fund Awarded Accopted Federal Direct Unsubsidized Stafford Loan \$6.834.00 Accepting \$6.834.00 Federal Direct Graduate PLUS Loan \$26.414.00 \$20,000.00 Total Awarded \$33.248.00 \$20,000.00 Amount You will receive (excluding Fees) \$33.248.00 \$20,000.00	and Other ExpensesTravelPersonalLoan Fees Total Cost of Attendance \$33,248.00				
Federal Direct Unsubsidized Stafford Loan \$6,834.00 Accepting \$6,834.00 Federal Direct Graduate PLUS Loan \$26,414.80 \$20,000.00 Total Awarded \$33,248.00 \$33,248.00 Amount You will receive (excluding Fees) \$33,248.00 \$33,248.00 < BACK	Fund	Awarded	Actions	Accepted	
Federal Direct Graduate PLUS Loan \$26,414.00 \$20,000.00 Total Awarded \$33,248.00 Amount You will receive (excluding Fees) \$33,248.00	Federal Direct Unsubsidized Stafford Loan	\$6,834.00	Accepting	\$6,834.00	
Total Awarded \$333,248.00 Amount You will receive (excluding Fees) \$33,248.00 (BACK	Federal Direct Graduate PLUS Loan	\$26,414.00		\$20,000.00	
Amount You will receive (excluding Fees) \$33,248.00 c BACK	Total Awarded	\$33,248.00			
< BACK	Amount You will receive (excluding Fees)	\$33,248.00			
	< BACK			SAVE	

- a. **Note:** You cannot click **Save** until all the term awards have an action taken. Also, the system prevents the student from exceeding the eligible amount per term. If the student enters an amount that exceeds the eligible amount, they will not be able to Save, and the entry will be shown in red to alert the issue.
- Review and confirm the listed loan amounts under the Fund section. Once reviewed, scroll down and Read the Electronic Signature Consent message thoroughly. When you are ready, click I Accept. Proceed to fill out the following fields: Enter Student ID (UID), Enter Last Name, and click Sign & Finish.

If you haven't comple sure to factor in origination sec	eted loan entrance counseling, it is highly recomme gination fees when considering amounts for your s tion 3 "When am I scheduled to receive my financia	ended that you do so to understand how to borrow r student loans. Your origination fees can be seen in t al aid?" by clicking on the icon to left of the Award N	esponsibly. Please be the breakdown under lame.
Electronic Signature	Consent		
By selecting the "I Act manual/handwritten Signature") is as valid necessary to validate of your E-Signature or authorized to provide documents as they et	cept" button, you are signing this document electro signature on this document. You further agree that I as if you signed the document in writing. You also your E-Signature, and that the lack of such certific r any resulting agreement between you and the Fin the data in this document. By electronically signin xist on the date of your E-Signature.	inically. You agree your electronic signature is the le tyour signature on this document (hereafter referred agree that no certification authority or other third-p ation or third-party verification will not in any way af lancial Aid Office. You are also confirming that you a g documents, you agree to all the terms and conditi	gal equivalent of your d to as your "E- arty verification is fect the enforceability are the student ons of such
I ACCEPT	Enter Student ID Enter Student ID	Enter Last Name	SIGN & FINISH

a. **Note:** If further adjustments are needed, click the **Take Action on Loans** tab from the Accept Your Funds menu.

9. A confirmation message will appear. Click **OK** to be redirected to the Financial Information screen.

Ac	Ccept Your Funds
Congratulational You have successf	Step 4 - Done ally accepted your awards for Academic Year Sep 25, 2023 - Jun 14, 2024.

10. The Financial Information screen will display the amount of the award you have accepted and will receive.

	F	inancial Inform	natio	n		
		SEP 2023 - JUN 2024 (Surro	•			
Your finance	ial aid sum	mary for Academic Ye	ear Sep	25, 2023 -	Jun 14, 20	24
1. How much does m	y education	2. How much Financial Ai	id can I rea	eive?		
Cost of Attendance	\$105,050.00	Award Name	Award Status	Offered to You	Amount you'll receive	pdate/Edit
Tuttion and Fees Health Insurance	\$68,448.00	Federal Direct Unsubsidized Stafford Loan	Awarded	\$20,500.00	\$13,667.00	'
Housing and Meals Books Estimated Living and	\$36,502.00	Federal Direct Graduate PLUS Loan	Awarded	\$84,550.00	\$60,000.00	1
Other Expenses o Tavel o Personal o Loan Fees				\$105,050.00	\$73,667.00	

a. If you need to make further adjustments to your funds, begin the process by clicking on the **Pencil** icon next to the award you want to modify or on the homepage, under Step 2, Take Action on Loans, click the **Pencil** icon below the Completed status.

		SEP 2023 - JUN 2024 (Dare	-4				
Your financia	al aid sum	mary for Academic Y	ear Sep 2	25, 2023 -	Jun 14, 20)24	
1. How much does my	education	2. How much Financial A	id can I rec	eive?			
Cost of Attendance	\$105,050.00	Award Name	Award Status	Offered to You	Amount you'll receive	Update/Edit	
Tuition and Fees Health Insurance	\$68,448.00	Federal Direct Unsubsidized Stafford Loan	Awarded	\$20,500.00	\$13,667.00	1	
Housing and Meals Books Estimated Living and	\$36,602.00	Federal Direct Graduate PLUS Loan	Awarded	\$84,550.00	\$60,000.00	/	
Other Expenses • Travel • Personal • Loan Fees				\$105,050.00	\$73,667.00		
You are over-funded for Acade which amounts to a if you don't absolutely need 6 adjusting your hunding. If y completed loan entrance cour	mic Year Sep 25, bout \$604.52 pe 604.52 per mont seling, it is highly seling, it is highly	2023 - Jun 14, 2024. You will receive month. Make sure that you do not s h to cover living expenses OR if the a ty ou neet to cover your living expen- recommended that you do so to un to fee when considering amounts.	an excess of \$ pend more tha mount is not so ses, click the li erstand how to for your studer	5,219.00 to cove n what you have afficient to cover nk to calculate li o borrow respon: ti loans.	r your living and i available per mo your living expen ving expenses. If sibly. Please be s	ther expenses, th: bee, consider coulder une to factor in	

Required Financial Aid A	ctions		
A custom message to the student.			
BECOME FINANCIAL AID ELIGIBLE			
Complete 2023-2024 FAF5A	Completed		
Submit of Required Documentation	Completed		
2 TAKE ACTION ON LOANS			
Review/Accept Avante	Completed		
3 RECEIVE YOUR FUNDS		100 miles	
Complete Subsidized/Unsubsidized Entrance Counseling	Pending		
Complete Grad PLUS Entrance Counseling	Pending		
Complete Grad PLUS Application	Completed		
Sign your Direct Grad PLUS MPN	Pending		
Sign your Direct Subsidized/Unsubsidized MPN	Pending		

b. Proceed to follow Steps 4 through 10.

Obtain Help

To obtain help please contact your <u>financial aid office</u> for assistance.