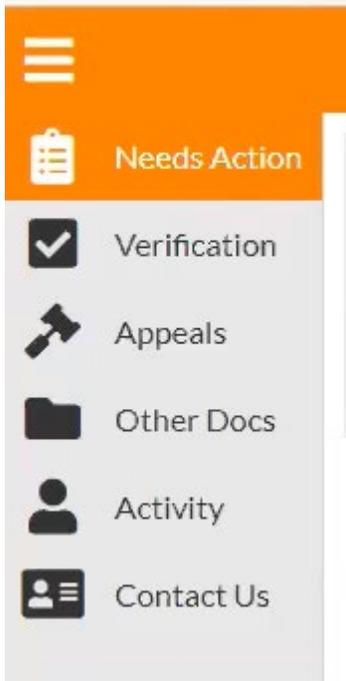


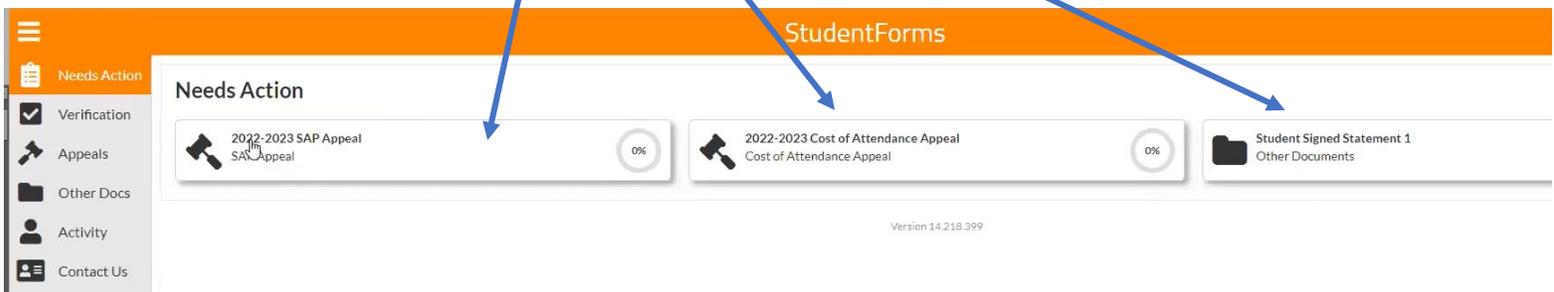
Student Overview of Financial Aid Student Portal



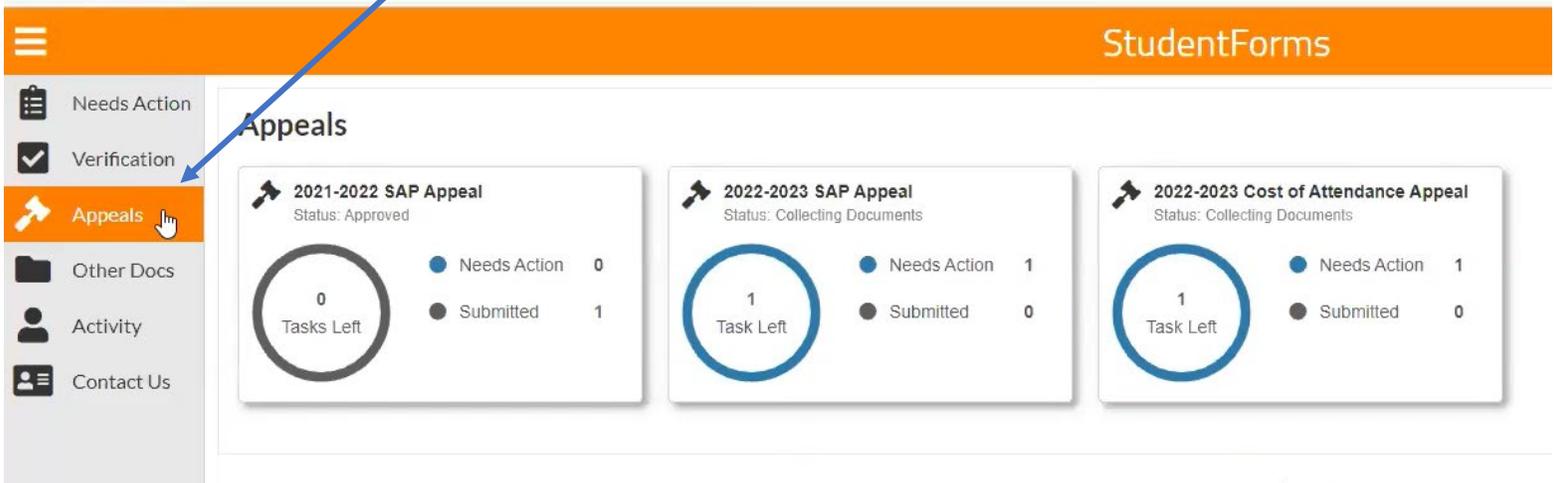
On the left-hand side the student can use either the 'tiles' below or use the menu choices to go directly to each task created by the responses on their FAFSA application or if the student is selected for verification.

Clicking on **Needs Action** will open all 'tiles' which will have multiple task(s) for the student complete.

Each 'tile' will be academic year specific – 2022-2023, 2023-2024, etc.



IF the student chooses to use the menu option to select which task(s) to open then only the task(s) for that specific option will open.



Here you can see the student has SAP Appeal task for 2021-2022 and 2022-2023. The student can simply click on a 'tile' to open up the task to see the form and instructions.

Every student who completes a FAFSA must submit a copy of their high school completion document and this task will appear in 'Other Documents'.

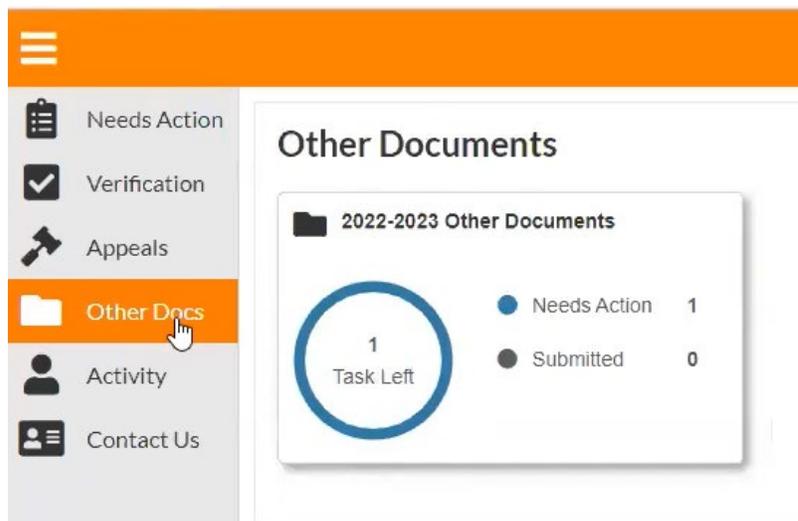
Per Federal Dept of Education regulations a student MUST have completed high school to be eligible for Federal Title IV financial aid.

The high school completion document can be a high school diploma, official high school transcript, GED certificate or GED scores, or official home school transcript.

Official high school or home school transcripts must have the following:

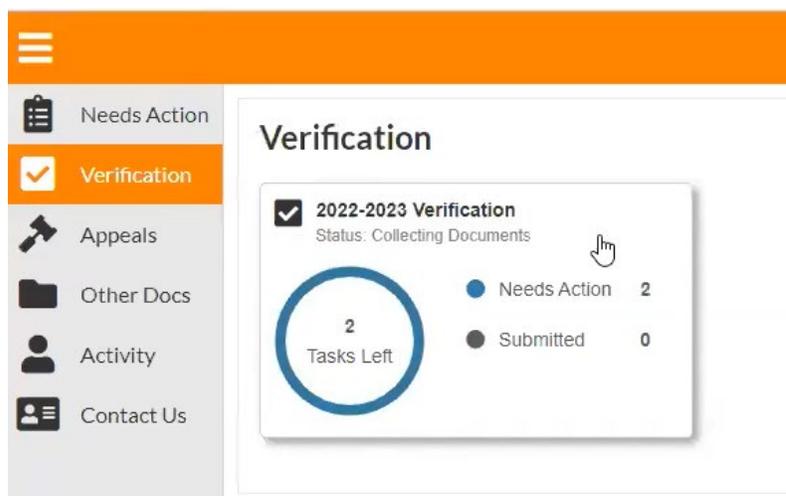
- Courses and grades for 9th – 12 must be listed on the official transcript
- Signature of the high school Registrar or high school official with title
- Date of graduation
- Information that identifies the student on record – DOB and SSN

The student can click on 'Other Documents' to see what task(s) he/she needs to complete.



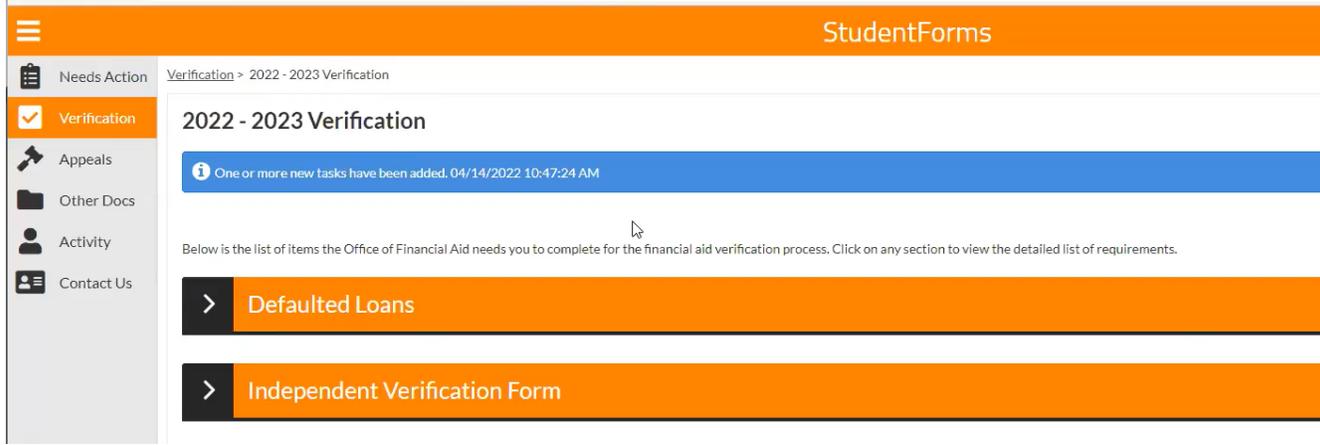
The screenshot shows a student portal interface. On the left is a navigation menu with icons and labels: Needs Action, Verification, Appeals, Other Docs (highlighted with a mouse cursor), Activity, and Contact Us. The main content area is titled 'Other Documents' and displays a folder icon labeled '2022-2023 Other Documents'. Below this is a circular progress indicator showing '1 Task Left'. To the right of the circle is a legend: a blue dot for 'Needs Action' with a count of 1, and a grey dot for 'Submitted' with a count of 0.

Students selected for Verification will have task assigned as well.

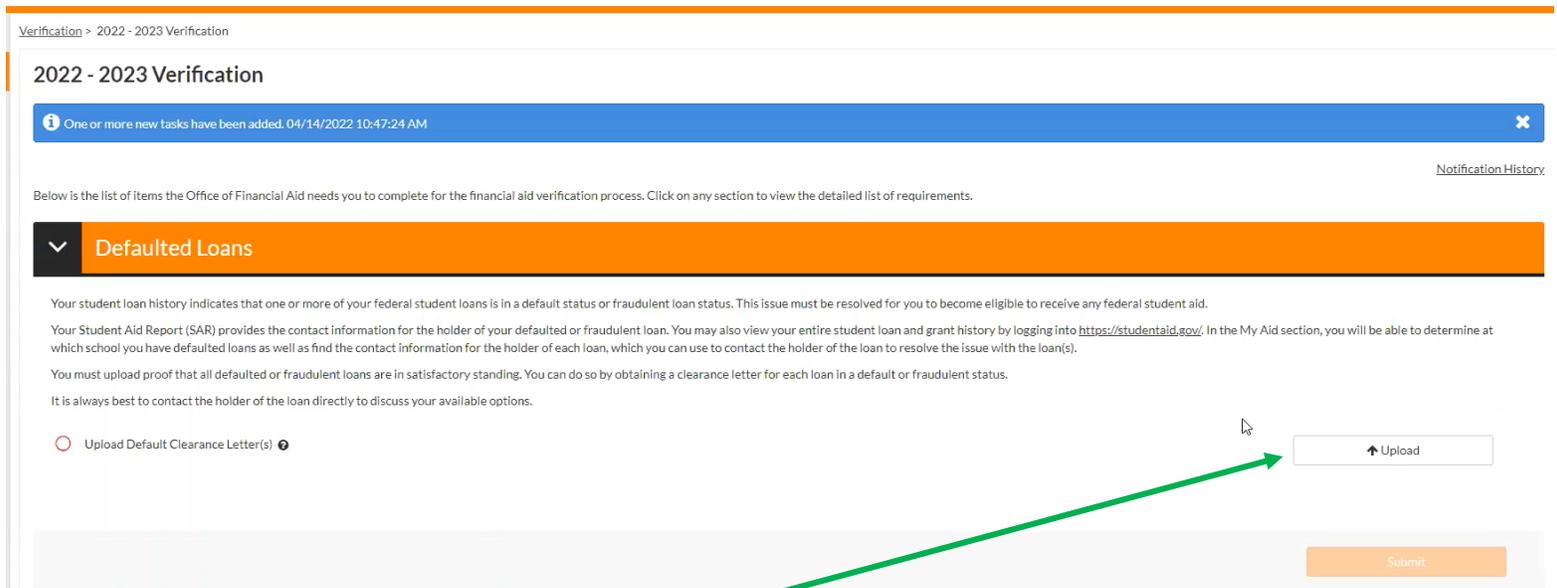


The screenshot shows a student portal interface. On the left is a navigation menu with icons and labels: Needs Action, Verification (highlighted with a mouse cursor), Appeals, Other Docs, Activity, and Contact Us. The main content area is titled 'Verification' and displays a folder icon labeled '2022-2023 Verification' with a status of 'Collecting Documents'. Below this is a circular progress indicator showing '2 Tasks Left'. To the right of the circle is a legend: a blue dot for 'Needs Action' with a count of 2, and a grey dot for 'Submitted' with a count of 0.

The student must open each task to access the forms and instructions.

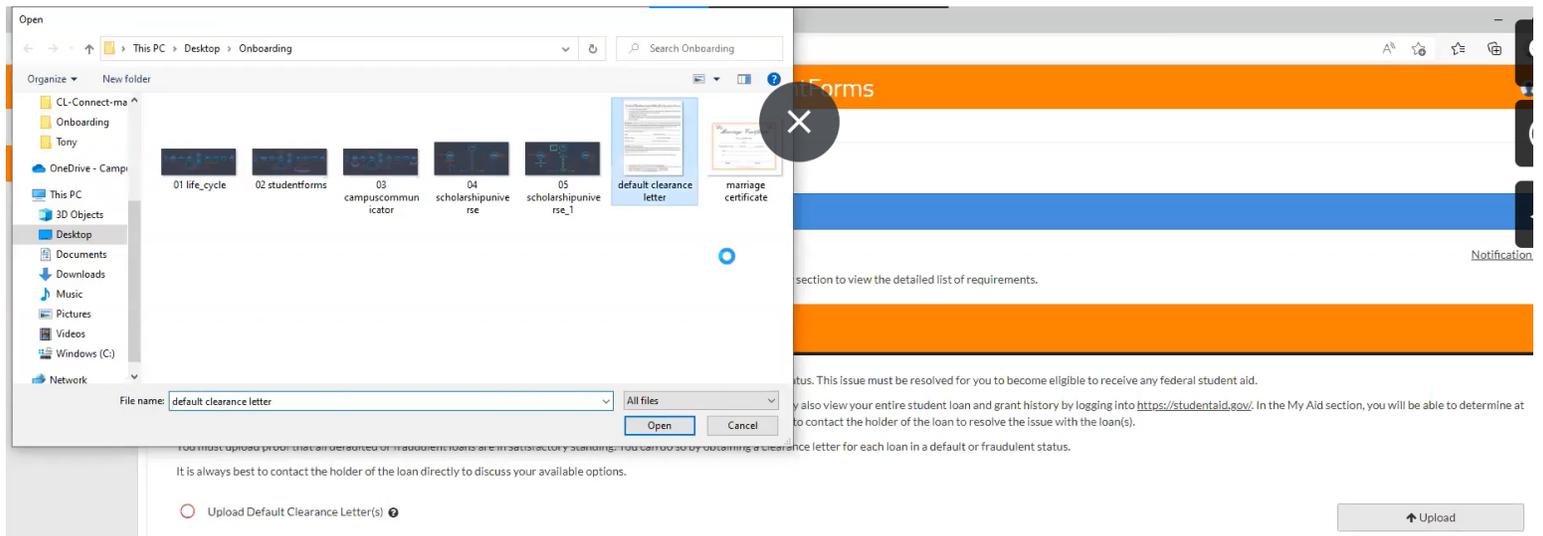


Once the student clicks on a task the instructions for the task will appear.



Some task will require a student to 'upload' document that he or she either scans to a folder on a computer or takes a picture with their phone to use and upload.

Once the student clicks on the Upload button the next screen will appear if the document is saved to a computer.



If the student is selected for Verification the student must complete the form and provide any supporting documents requested.

Verification > 2022 - 2023 Verification

2022 - 2023 Verification

One or more new tasks have been added. 04/14/2022 10:47:24 AM

[Notification History](#)

Below is the list of items the Office of Financial Aid needs you to complete for the financial aid verification process. Click on any section to view the detailed list of requirements.

- Defaulted Loans
- Independent Verification Form

You were selected for a process called verification. You will need to verify certain information you reported on your application. In order to do so, you will need to complete this web form. Depending on your responses, you may see additional steps added to complete this section.

2022-2023 Independent Verification Web Form

Fill Out

Submit

After clicking on the Verification task, the form opens with instructions that should be read to make sure the form is completed correctly the first time. Click on **Fill Out** to open the Verification Web Form.

Independent Verification Form

You were selected for a process called verification. You will need to verify certain information you reported on your application. In order to do so, you will need to complete this web form. Depending on your responses, you may see additional steps added to complete this section.

2022-2023 Independent Verification Web Form

Fill Out

Download

Download	Date Filled Out
2022-2023 Independent Verification Web Form.pdf	04/14/2022

Submit

Verification > Tasks > Independent Verification Form

Independent Verification Form

- Demographics
Household
Review & Sign
- Return to Student Tasks

Demographics

First Name:
NOLAN

Last Name:
GRAYSON

Phone:
(999) 999-9999

Continue

Independent Verification Form

- Demographics
- Household
Review & Sign
- Return to Student Tasks

Household

List below the people in the student's household. Include:

- The student.
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide more than half of their support from July 1, 2022, through June 30, 2023, even if the children do not live with the student.
- Other people if they now live with the student and the student or spouse provides more than half of their support and will continue to provide more than half of their support through June 30, 2023.
- For any household member who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2022, and June 30, 2023, include the name of the college.

First Name	Last Name	Relationship	Age	College/Institution	At Least Half Time	Supported More Than 50%
NOLAN	GRAYSON	self	37	Desert Canyon University	<input checked="" type="checkbox"/>	

Add Person

If you have no other household members to add, select Continue.

Back

Continue

Click on **Continue** to complete each section of the form.

The student and/or parent must sign the form either E-Sign or print the form, sign, and then upload to complete the task.

Student's Signature _____ Date _____

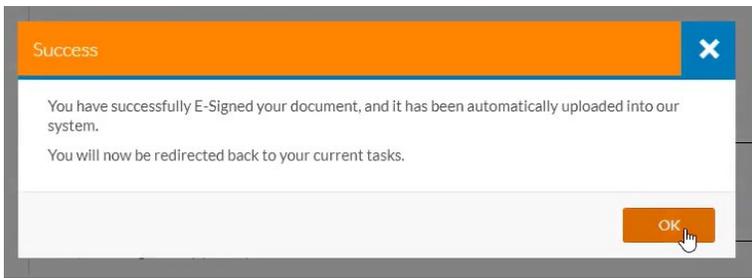
Spouse's Signature (optional) _____ Date _____

* E-Sign Password 

Opt out of E-Sign  NO

[← Back](#) [E-Sign](#)

Only task parent's will be able to see are the task that require a parent's signature.



Once you see the option to **Finish** the form is complete. You must click on **Finish** to complete the task.



If the student has more than one tile showing on their main page then the student must click on each one to complete all steps of the task.



The student can also view any type of activity on their account and has several options to view either **User Activity**, **Communications**, **Logins**, and **All** to view all activity.

StudentForms

Activity

Category: User Activity

Date and Time	User	Category	Event	Transaction
04/14/2022 10:49 AM	Nolan Grayson	User Activity	Submitted all tasks for 2022 - 2023	2022 - 2023 Verification Transaction 1
04/14/2022 11:13 AM	Nolan Grayson	User Activity	Completed Independent Verification Form	2022 - 2023 Verification Transaction 1
04/14/2022 11:14 AM	Nolan Grayson	User Activity	Uploaded 2022-2023 Independent Verification Web Form	2022 - 2023 Verification Transaction 1
04/14/2022 11:13 AM	Nolan Grayson	User Activity	Completed Defaulted Loans	2022 - 2023 Verification Transaction 1
04/14/2022 11:13 AM	Nolan Grayson	User Activity	Uploaded Default Clearance Letter(s)	2022 - 2023 Verification Transaction 1
04/14/2022 10:49 AM	School User	User Activity	Tasks for 2021 - 2022 were approved	2021 - 2022 SAP Appeal Transaction 1
04/14/2022 10:48 AM	Nolan Grayson	User Activity	Submitted all tasks for 2021 - 2022	2021 - 2022 SAP Appeal Transaction 1
04/14/2022 10:48 AM	Nolan Grayson	User Activity	Completed SAP Appeal	2021 - 2022 SAP Appeal Transaction 1
04/14/2022 10:48 AM	Nolan Grayson	User Activity	Uploaded Supporting Third Party Documentation 1	2021 - 2022 SAP Appeal Transaction 1
04/14/2022 10:48 AM	Nolan Grayson	User Activity	Uploaded SAP Request Form	2021 - 2022 SAP Appeal Transaction 1

Items per page

The student can click on 'Contacts' to view the NPC Financial Aid Office's contact information.



The student can call or send an email to request an appointment to meet with the student to go over their financial aid documents and to ask any questions concerning their financial aid offer. This appointment can be in person, over the phone, or a ZOOM meeting.

Call: (928)524-7318

Email: financialaid@npc.edu

Fax: (928)524-7319

Please provide the following information:

- *your NPC Student ID number*
- *the semester you have a question about*
- *a good contact number*

Northland Pioneer College Financial Aid Office is here to help you succeed in completing your financial file and we look forward to working with you.

