

Managing Your Financial Aid

The University of Kansas recently upgraded Enroll & Pay to provide a better user experience for students. The Financial Aid tile will lead you to the same information as you would have seen in the previous environment, but now provided in a different format. Instructions on how to navigate the new setting are in the pages that follow. As with the previous Enroll & Pay setting, you are able to accept or decline online or on a mobile device. We are truly excited about this new innovative environment and hope you find the changes valuable and easy to use.

The process of accepting or declining financial aid on a computer is different from this same process on a phone. On a mobile device, the environment adjusts to match the device, making the process more fluid for the student. These instructions will focus on how to accept or decline financial aid on a mobile device.

Note: These system changes may not be supported on some older devices.

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How to Accept/Decline Financial Aid

Log into Enroll & Pay by going to sa.ku.edu.

KU THE UNIVERSITY OF KANSAS

Enroll & Pay Login

Login for faculty, staff and students using your KU or KUMC Online ID and password.

KU LOGIN
Using your KU Online ID

KU MEDICAL CENTER LOGIN
Using your KUMC ID

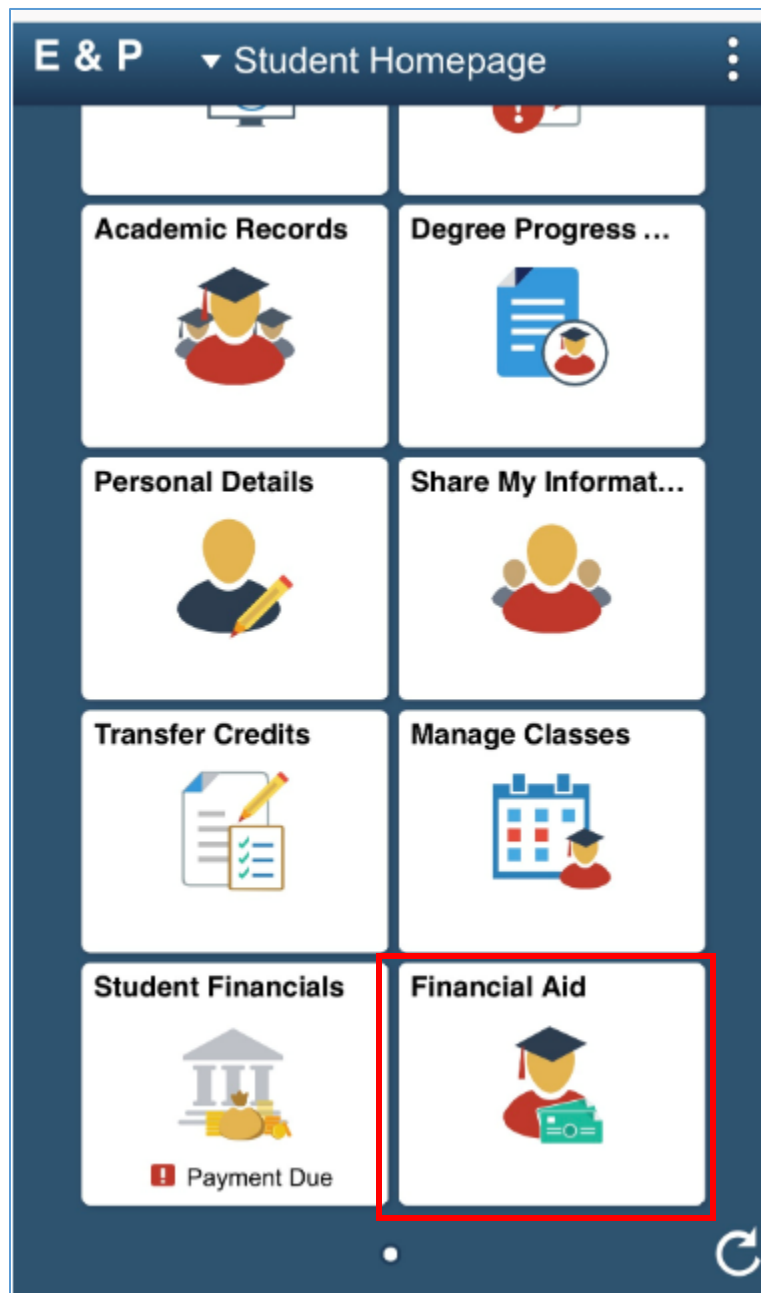
[Forgot your password?](#)
[Mobile Login \(Non-mobile login?\)](#)

[Help tutorials and FAQs](#)

University of Kansas
785-864-8080
enrollandpay@ku.edu

University of Kansas Medical Center

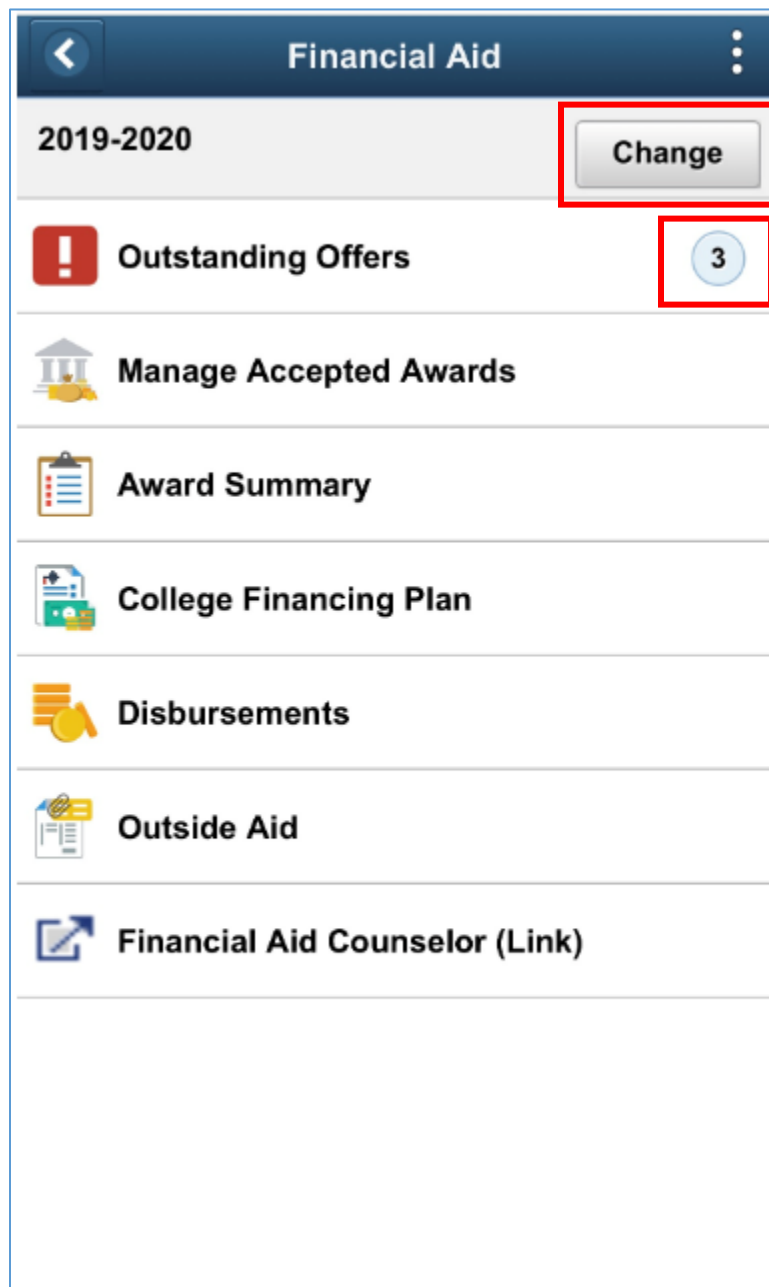
After logging in to Enroll & Pay, click on the Financial Aid tile to accept or decline any financial aid offers.




Once the Financial Aid tile has been selected, there will be a list of pages. The first page in the list is Outstanding Offers. If there are financial aid items which still need to be accepted or declined, the Outstanding Offers page will have a number next to the page name.

After the student has either accepted or declined all the available offers, the Outstanding Offers page will no longer appear in the menu.


However, to see a previous year's financial aid history, the student is able to select the "Change" button at the top of the phone screen. This makes it possible to navigate between aid years.



After clicking on the Outstanding Offer page, the page will display the different financial aid items offered for that specific year. Before choosing one of the items, the student must select the green Enter Required Additional Info box, at the bottom of the page.




Financial Aid





2019-2020

Outstanding Offers

Status New Package 

3 rows





Fed Subsidized Direct Loan	5,500.00	>
Loan		
Fed Unsubsidized Direct Loan	2,000.00	>
Loan		
Fed Direct Parent Loan	13,631.00	>
Loan		

Total 21,131.00

Enter Required Additional Info before selecting an award to Accept or Decline.

Enter Required Additional Info

Currency used is US Dollar

You may accept or decline any or all of the awards that are currently available. To do so, select the award and another screen will appear where you can indicate your award decision.

Show more

If a financial aid item is chosen before the Enter Required Additional Info questions have been answered, the error message below will appear. Select OK to go back to the previous screen and then choose the Enter Required Additional Info button.

The screenshot shows the 'Financial Aid' app interface for the 2019-2020 academic year. The top header is 'Financial Aid' with a back arrow and a menu icon. Below the header, the text '2019-2020' is displayed. The main section is titled 'Outstanding Offers' and shows 'Status New Package' with an information icon. A table with '3 rows' is visible, with the first row showing 'Fed Subsidized Direct Loan'. An error message overlay is present in the center of the screen. The overlay text reads: 'Please Enter Required Additional Info', 'Enter Required Additional Info before selecting an award to Accept or Decline.', and an 'OK' button. Below the overlay, the 'Total' amount is '21,131.00'. Another message says 'Enter Required Additional Info before selecting an award to Accept or Decline.' with a green button labeled 'Enter Required Additional Info'. At the bottom, it states 'Currency used is US Dollar' and provides instructions on how to accept or decline awards, with a 'Show more' link.

Financial Aid

2019-2020

Outstanding Offers

Status New Package ⓘ

3 rows

Fed Subsidized Direct Loan

Please Enter Required Additional Info

Enter Required Additional Info before selecting an award to Accept or Decline.

OK

Total 21,131.00

Enter Required Additional Info before selecting an award to Accept or Decline.

Enter Required Additional Info

Currency used is US Dollar

You may accept or decline any or all of the awards that are currently available. To do so, select the award and another screen will appear where you can indicate your award selection. [Show more](#)

There are two questions in this box. The student must select either yes or no for each question. Scroll to the bottom of the screen to select the Save button. Then, to exit the box, scroll to the top of the screen and select the 'x.'

These answers are only required once per aid year. However, the student has the option to change these answers after submitting them. This can be done from the Manage Accepted Aid page.

Additional Information X

Answer these required questions. After completing all sections, click Save to save your answers and then click X to return to the Award Accept/Decline page to submit your award choices. Click X to return without saving.

Apply to All

Financial aid automatically applies to tuition, required fees, and housing charges. You can also choose to apply your financial aid to other charges like bookstore charges, library fees, parking passes, sports passes, etc. Check yes to ensure your financial aid pays these additional charges. If you answer no and have any of these charges, you may need to pay for them out of pocket.

Yes ☐

No ☐

Fall Graduate


Do you expect to graduate from your degree program in the fall of the selected Financial Aid year?

Yes ☐


more

The student will arrive back at the Outstanding Offers page after exiting the previous box. On the Outstanding Offers page, each financial aid item needs to be accepted or declined separately. Select the first item to edit.

If offered both a Federal Subsidized Direct Loan and a Federal Unsubsidized Direct Loan, the Subsidized loan must be accepted before the Unsubsidized loan. The Subsidized loan will not accrue interest while the student is enrolled in at least six credit hours. However, the Unsubsidized loan accrues interest while the student attends courses. The system will not allow a Unsubsidized loan to be accepted before a Subsidized loan.




Financial Aid





2019-2020

Outstanding Offers

Status New Package 

3 rows



Fed Subsidized Direct Loan	5,500.00	>
Loan		
Fed Unsubsidized Direct Loan	2,000.00	>
Loan		
Fed Direct Parent Loan	13,631.00	>
Loan		
Total	21,131.00	

Review Required Additional Info

Currency used is US Dollar

You may accept or decline any or all of the awards that are currently available. To do so, select the award and another screen will appear where you can indicate your award status.[Show more](#)

On the subsequent page, the student can see the name of the financial aid item at the top of the screen. There is a drop-down menu in the Award Decision field. Once this field has been selected, the student will see the option to Accept or Decline.

Cancel

Award Decision

Submit

Fed Subsidized Direct Loan

Award Decision

Select

Offer Amount

5,500.00

☐ Reduce

Accept Amount

0.00

Currency used is US Dollar

The Federal Direct Subsidized loan is a need-based educational loan that must be repaid, with interest, even if you do not complete your academic program. You have the option to accept [Show more](#)

^

v

Done

Accept

Decline

Select

If the student chooses to accept the loan, the Reduce box will become available. To reduce the accept amount, check the reduce box and enter the reduced amount in the Accept Amount field. If the student was initially given the option of both a Federal Subsidized Direct Loan and a Federal Unsubsidized Direct Loan and then chooses to reduce the Subsidized Loan, the Unsubsidized Loan will no longer be offered after returning to the Outstanding Offers page. For more information on this, please visit <http://affordability.ku.edu/financialaid/loans/federal>.

admin.csupgtst.ku.edu

Offer Amount

5,500.00

☒ Reduce

Accept Amount

3500.00

Currency used is US Dollar

The Federal Direct Subsidized loan is a need-based educational loan that must be repaid, with interest, even if you do not complete your academic program. You have the right to cancel your loan at any time. [Show more](#)

Reset

Done

Go

Once the Accept Amount field has been completed and the student has selected the green Submit button on the top right-hand corner, a message will appear asking whether to submit the award decision.

The screenshot shows a web form titled "Award Decision". At the top, there are three buttons: "Cancel" (grey), "Award Decision" (brown), and "Submit" (green). Below the title, there is a dropdown menu labeled "Award Decision" with "Accept" selected. Underneath is a text input field labeled "Offer Amount" containing the value "5,500.00". Below that is a checkbox labeled "Reduce" which is checked. A white modal dialog box is centered on the screen, asking "Do you want to submit this award decision?" with "Yes" and "No" buttons. At the bottom of the form, there is a "Reset" button. The background of the form is slightly faded.

Cancel Award Decision Submit

Award Decision

Accept

Offer Amount 5,500.00

☒ Reduce

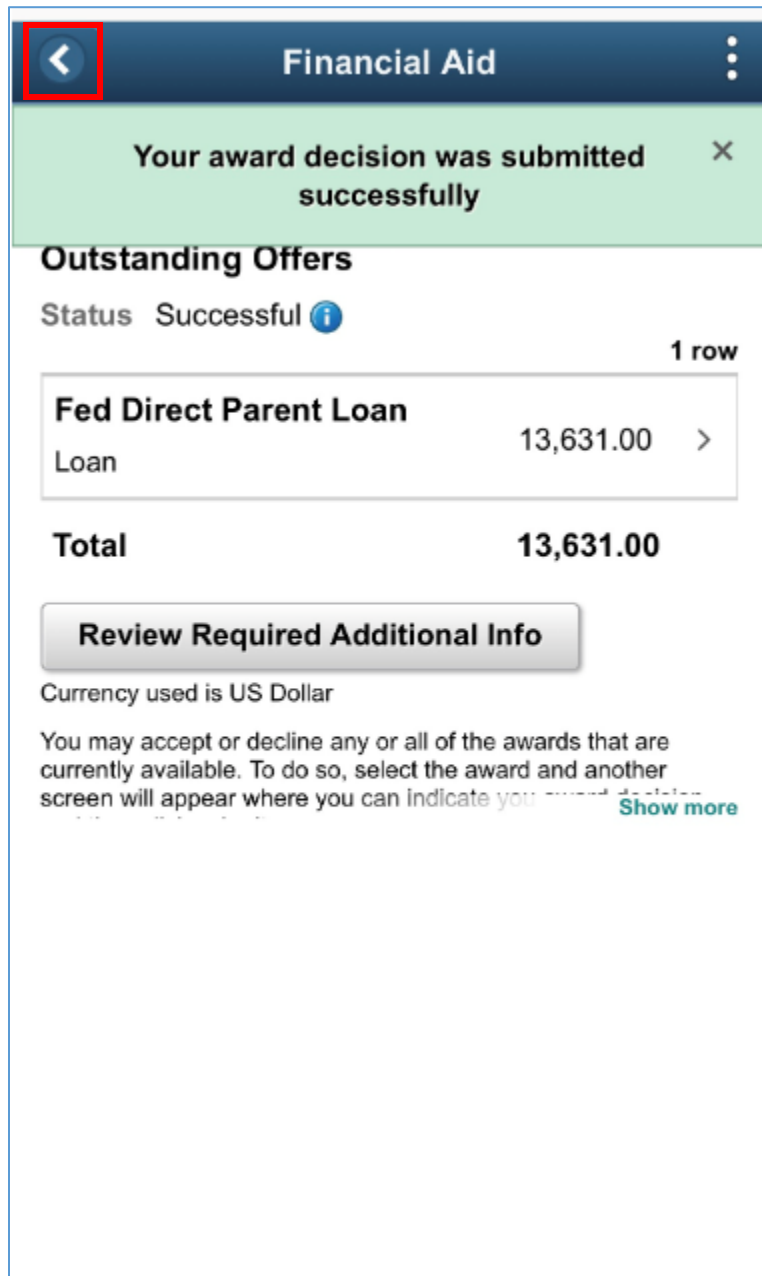
Do you want to submit this award decision?

Yes No

Reset

After selecting yes to the question above, a green bar will appear at the top of the screen saying the award decision was submitted successfully. The Outstanding Offers page will then show the updated financial aid items. Any items remaining on this page still need to be either accepted or declined.

The arrow in the top left-hand corner of the page is available to take the student back to menu of financial aid pages.



Financial Aid

Your award decision was submitted successfully

Outstanding Offers

Status Successful ⓘ

1 row

Fed Direct Parent Loan	13,631.00	>
Loan		

Total 13,631.00


Review Required Additional Info

Currency used is US Dollar

You may accept or decline any or all of the awards that are currently available. To do so, select the award and another screen will appear where you can indicate your award decision. [Show more](#)

Award Summary

The Award Summary page contains a summary of aid, including both accepted and offered financial aid items. To return to the main menu, the student can select the arrow in the right-hand corner of the screen at any time.




Financial Aid

⋮

2019-2020


Award Summary

3 rows



Display

Summary



Fed Subsidized Direct Loan	5,500.00	>
Accepted		
Fed Unsubsidized Direct Loan	2,000.00	>
Offered		
Fed Direct Parent Loan	34,620.00	>
Offered		
Total	42,120.00	

Currency used is US Dollar

[Account Balance](#)

Based on your Free Application for Federal Student Aid you have been awarded the listed aid. It is intended to help you fill the gap between your ability to pay (your expected family contribution) [Show more](#)

If one of the items is selected, the student will arrive at a page which provides details for that specific aid type. The first tab, General, is a description of the item.

Award Details ×

General Amounts Loan

Fed Subsidized Direct Loan

Category Loan

Award Status Accepted

Award Message

The Federal Direct Subsidized loan is a need-based educational loan that must be repaid, with interest, even if you do not complete your academic program. You have the right to cancel or reduce your loan. For loans disbursed between July 1, 2018 and June 30, 2019, the interest rate is 5.05%. You are not charged interest while you're enrolled in a minimum of 6 credit hours (3 hours during the summer term) or during approved periods of deferment. Repayment of Federal Direct Subsidized loans begins six months after you graduate or drop below 6 credit hours. Interest will accrue during the six month grace period. The standard repayment term is 10 years, although other repayment terms may also be available to you. More information is available at affordability.ku.edu/financialaid/loans/federal.

The second tab, Amounts, allows the student to see Disbursement amounts per semester. The student needs to select each term in order to expand the information. Below, the fall semester is displayed, and the spring semester is currently minimized. The Total at the bottom of the screen is the amount for the entire aid year.

Award Details ×

General Amounts Loan

Fed Subsidized Direct Loan

▼ 2019 Fall

Disbursement 1

Award	2,750.00
Fees	29.00
Net Award	2,721.00
Disbursed	0.00

► 2020 Spring

Totals

Award	5,500.00
Fees	58.00
Net Award	5,442.00
Disbursed	0.00

Currency used is US Dollar

This is a breakdown of how the award will be disbursed across the academic year.

If the item selected is a loan, the last tab displays the Accepted loan amount, along with any associated fees for that specific loan. To exit this page, select the 'x' in the top left-hand corner of the screen. This will return the student to the Award Summary page.

Award Details

General

Amounts

Loan

Fed Subsidized Direct Loan

Accept Amount 5,500.00

Fees 58.00

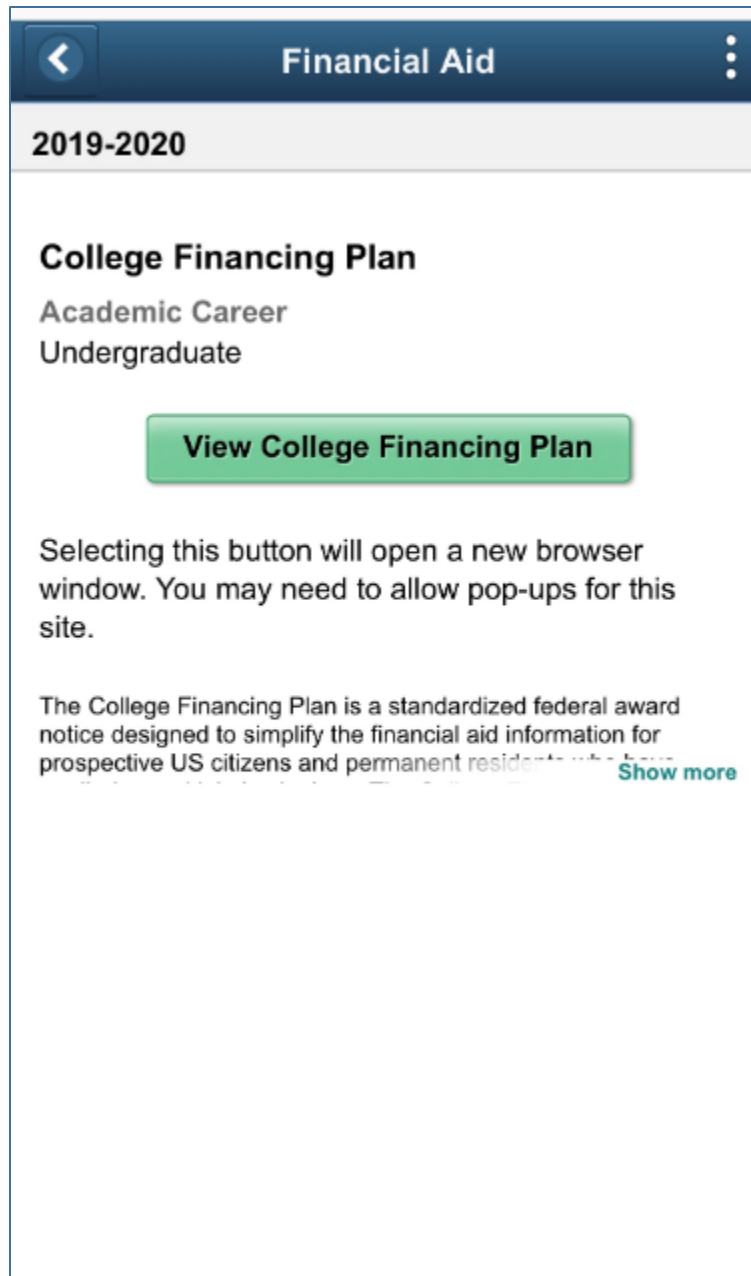
Net Award 5,442.00

Currency used is US Dollar

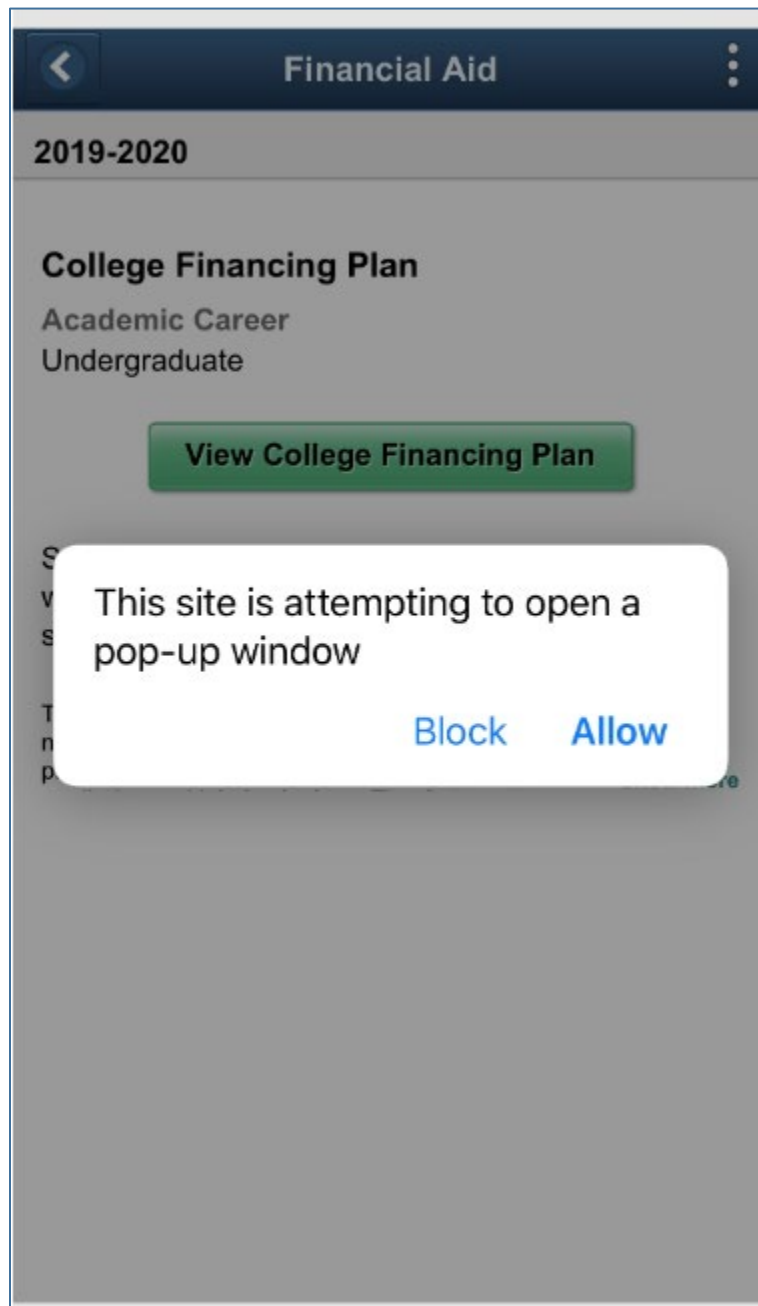
Education loans are a form of financial aid that must be repaid with interest. As the most prevalent type of financial assistance, many students (and parents), from all backgrounds, have used federal student loans to help pay for college. [Show more](#)

College Financing Plan

The College Financing Plan allows the student to compare financial aid offerings between universities. After selecting the College Financing Plan page, the student will see a green button, View College Financing Plan. Selecting the button will open a separate window.



However, before the new window will open, there is the possibility that the student will receive this message. If the student wants to continue with opening the College Financing Plan, the student should select allow.



The new separate window will open the College Financing Plan with customized values for the student.

University of Kansas (KU)

Download

Costs in the 2019-2020 year

Estimated Cost of Attendance **\$42,126**

Tuition and fees	\$ 26,716
Housing and meals	6,000
Books and supplies	1,212
Transportation	1,600
Other education costs	1,200

Grants and scholarships to pay for college

Total Grants and Scholarships (not pay to support costs) **\$0**

Grants and scholarships from your school	\$ 0
Federal Pell Grant	0
Grants from your state	0
Other scholarships you can use	0

What will you pay for college

Net Costs **\$42,126**

(Cost of attendance minus total grants and scholarships)

Options to pay net costs

Work options

Work Study (Federal, state, or institutional) **\$ 0**

Loan Options*

Federal Perkins Loans	\$ 0
Federal Direct Subsidized Loan	5,500
Federal Direct Unsubsidized Loan	2,500

*Recommended amounts shown here. You may be eligible for a different amount. Contact your financial aid office.

Other options

Family Contribution **\$19,000**

(As calculated by the institution using information reported on the FAFSA or to your institution.)

- Payment per offered by the institution
- Payment or Graduate PLUS Loans
- American Opportunity Tax Credit*
- Military and/or National Service benefits
- Non-Federal private education loan

*Parents or students may qualify to receive up to \$2,500 by claiming the American Opportunity Tax Credit on their tax return during the following calendar year.

Graduation Rate

Percentage of full-time students who graduate within 6 years

Look | Watch | Mail

Repayment Rate

Percentage of borrowers repaying after repayment within 3 years of leaving school

Look

401(k) National Savings

The institution

Median Borrowing

Students who borrow at KU typically have not full cost in Federal loans for their undergraduate study. The Federal loan payment over 10 years for this amount is approximately \$100 per month. Your borrowing may be different.

Repaying your loans

To learn about loan repayment choices and work out your Federal Loan monthly payment, go to: fda.studentaid.gov/loans/repayment

For more information and cost alerts:

University of Kansas
Financial Aid & Scholarships
1101 West 16th Avenue, 4th Floor
Lawrence, KS 66044
Telephone: [785.843.4325](tel:785.843.4325)
E-mail: financialaid@ku.edu

The estimated figures on this Financial Aid Shopping Sheet are designed to help you easily compare financial aid packages and make informed decisions as you invest in your education. Although final tuition decisions are made by the Kansas Board of Regents in June, we have estimated the figures above using currently available details. Also, please note: the "Family Contribution" listed above can be met through a variety of resources such as Federal Parent PLUS Loans and/or a KU Tuition Payment Plan. If you have not yet completed pages one and two of your online Award Notification, please access your online Award Letter now to accept or decline awards, request changes, report additional assistance, and complete the financial aid award process [HERE](#).

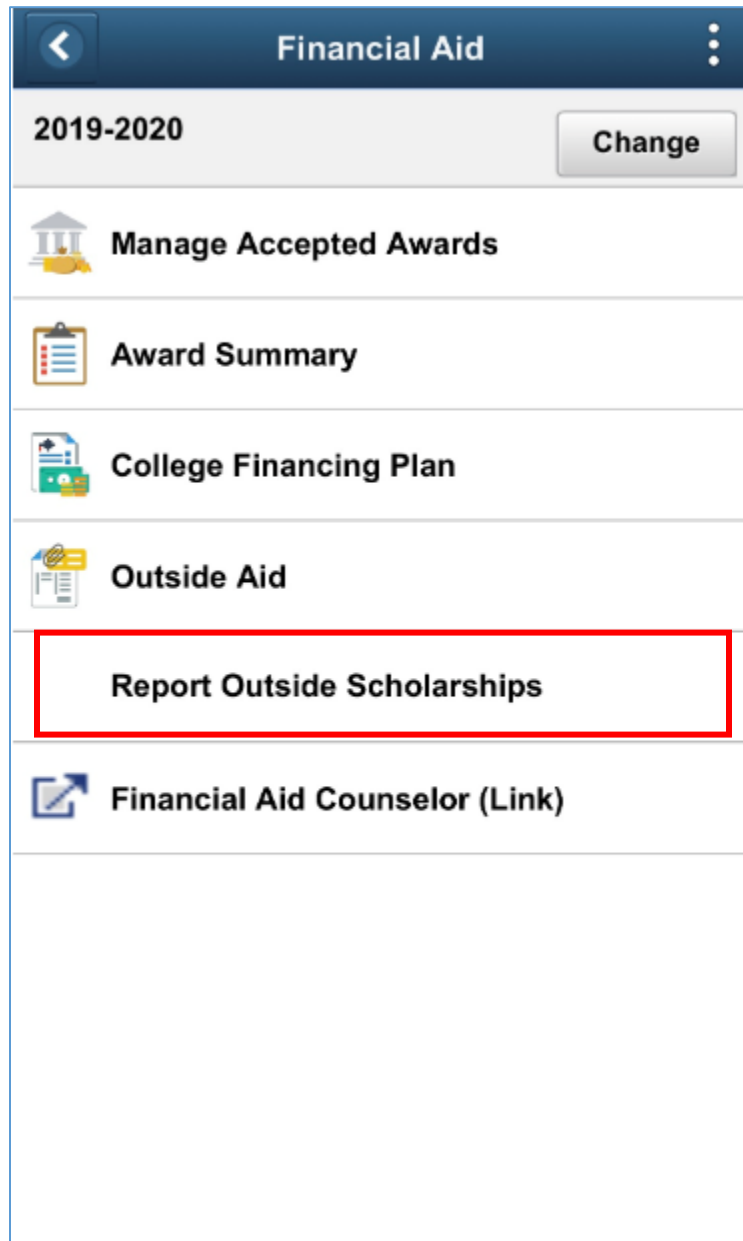
Glossary

Cost of Attendance (COA): The total amount (not including grants and scholarships) that it will cost you to go to school during the 2019-2020 school year. COA includes tuition and fees; housing and meals; and allowances for books, supplies, transportation, loan fees, and dependent care. It also includes miscellaneous and personal expenses, such as an allowance for the rental or purchase of a personal computer; costs related to a disability; and reasonable costs for eligible study-abroad programs. For students attending less than half-time, the COA includes tuition and fees; an allowance for books, supplies, and transportation; and dependent care expenses.







Total Grants and Scholarships: Student aid funds that do not have to be repaid. Grants

Reporting Outside Scholarships

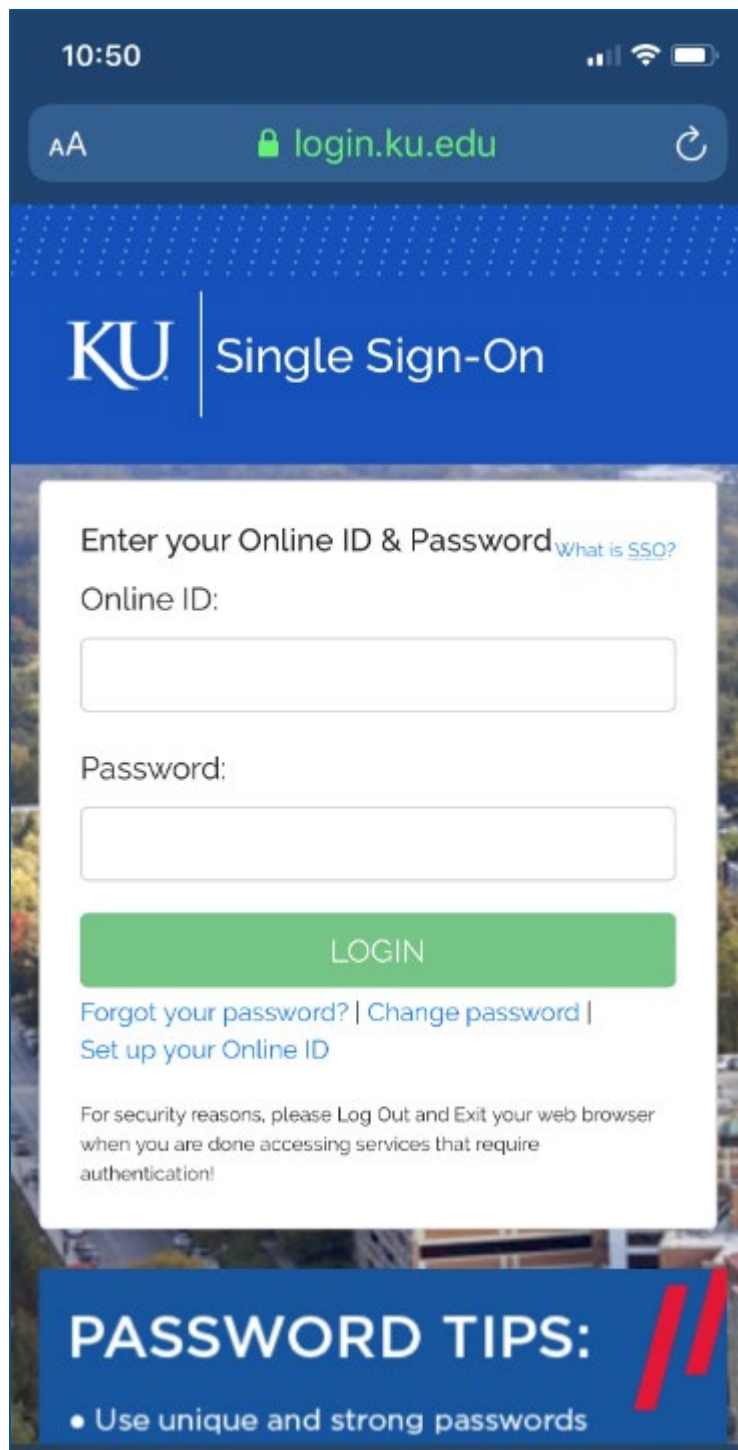
If the student receives a scholarship from a source outside of KU, it can be recorded through the Report Outside Scholarships page. This is a link to a form where the name and amount of the scholarship can be reported.



The image shows a mobile application interface for Financial Aid. At the top, there is a dark blue header with a back arrow on the left, the text "Financial Aid" in the center, and a three-dot menu on the right. Below the header is a light gray bar containing the text "2019-2020" on the left and a "Change" button on the right. The main content area is a list of options, each with an icon and text. The options are: "Manage Accepted Awards" (building icon), "Award Summary" (clipboard icon), "College Financing Plan" (document icon), "Outside Aid" (document with dollar sign icon), "Report Outside Scholarships" (document with dollar sign icon, highlighted with a red rectangular border), and "Financial Aid Counselor (Link)" (external link icon). The bottom of the screen is a large white empty space.

Financial Aid	
2019-2020	Change
	Manage Accepted Awards
	Award Summary
	College Financing Plan
	Outside Aid
	Report Outside Scholarships
	Financial Aid Counselor (Link)

Before the form appears, authentication is required through KU's Single Sign-On page.



The image shows a mobile browser screen displaying the KU Single Sign-On login page. At the top, the status bar shows the time 10:50 and signal icons. The browser address bar shows "login.ku.edu" with a lock icon and a refresh button. The page header features the KU logo and the text "Single Sign-On". The main content area is a white box with a blue background image. It contains the text "Enter your Online ID & Password" with a link "What is SSO?". Below this are two input fields: "Online ID:" and "Password:". A green "LOGIN" button is positioned below the password field. Under the button are three links: "Forgot your password?", "Change password", and "Set up your Online ID". A security notice at the bottom of the white box states: "For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!". At the very bottom, a blue banner with red diagonal stripes contains the text "PASSWORD TIPS:" followed by a bullet point: "• Use unique and strong passwords".

10:50

AA login.ku.edu

KU | Single Sign-On

Enter your Online ID & Password [What is SSO?](#)

Online ID:

Password:

LOGIN

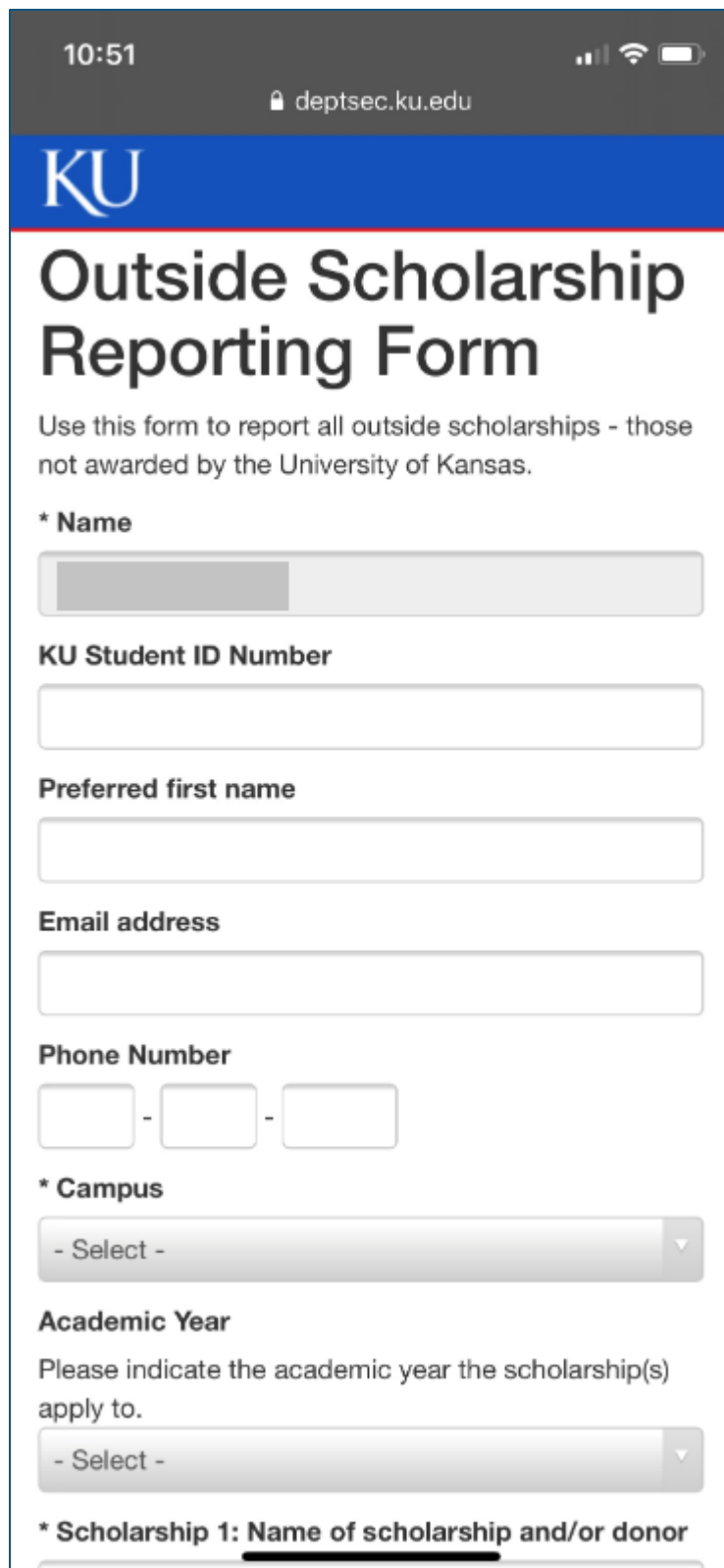
[Forgot your password?](#) | [Change password](#) | [Set up your Online ID](#)

For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!

PASSWORD TIPS:

- Use unique and strong passwords

This is how the form will appear on a phone. Scroll down through the page to see the rest of the scholarship fields.



The image shows a mobile phone screen displaying the 'Outside Scholarship Reporting Form' from the University of Kansas. The status bar at the top shows the time 10:51, signal strength, Wi-Fi, and battery. The address bar shows 'deptsec.ku.edu'. The KU logo is in a blue header. The form title is 'Outside Scholarship Reporting Form'. Below the title is a paragraph: 'Use this form to report all outside scholarships - those not awarded by the University of Kansas.' The form contains several fields: a required 'Name' field, a 'KU Student ID Number' field, a 'Preferred first name' field, an 'Email address' field, a 'Phone Number' field with three input boxes separated by dashes, a required 'Campus' dropdown menu, an 'Academic Year' dropdown menu with a note to indicate the year the scholarship applies to, and a required 'Scholarship 1: Name of scholarship and/or donor' field.

10:51

deptsec.ku.edu

KU

Outside Scholarship Reporting Form

Use this form to report all outside scholarships - those not awarded by the University of Kansas.

*** Name**

KU Student ID Number

Preferred first name

Email address

Phone Number

- -

*** Campus**

- Select -

Academic Year

Please indicate the academic year the scholarship(s) apply to.

- Select -

*** Scholarship 1: Name of scholarship and/or donor**

The field descriptions request the name and amount of the scholarship, asking specifically how the scholarship amount should be applied to the fall and spring semesters. There is also room on the form if there are multiple scholarships to report. Be sure to select the blue Submit button once the form is complete.

11:01

deptsec.ku.edu

KU

*** Scholarship 1: Name of scholarship and/or donor**

*** Scholarship 1: Total amount of scholarship**

Enter the total amount of the scholarship for the academic year

\$

*** Scholarship 1: Fall scholarship amount**

Enter the amount of the scholarship that will apply to your fall bill.

\$

*** Scholarship 1: Spring scholarship amount**

Enter the amount of the scholarship that will apply to your spring bill.

\$

*** Scholarship 1: Summer scholarship amount**

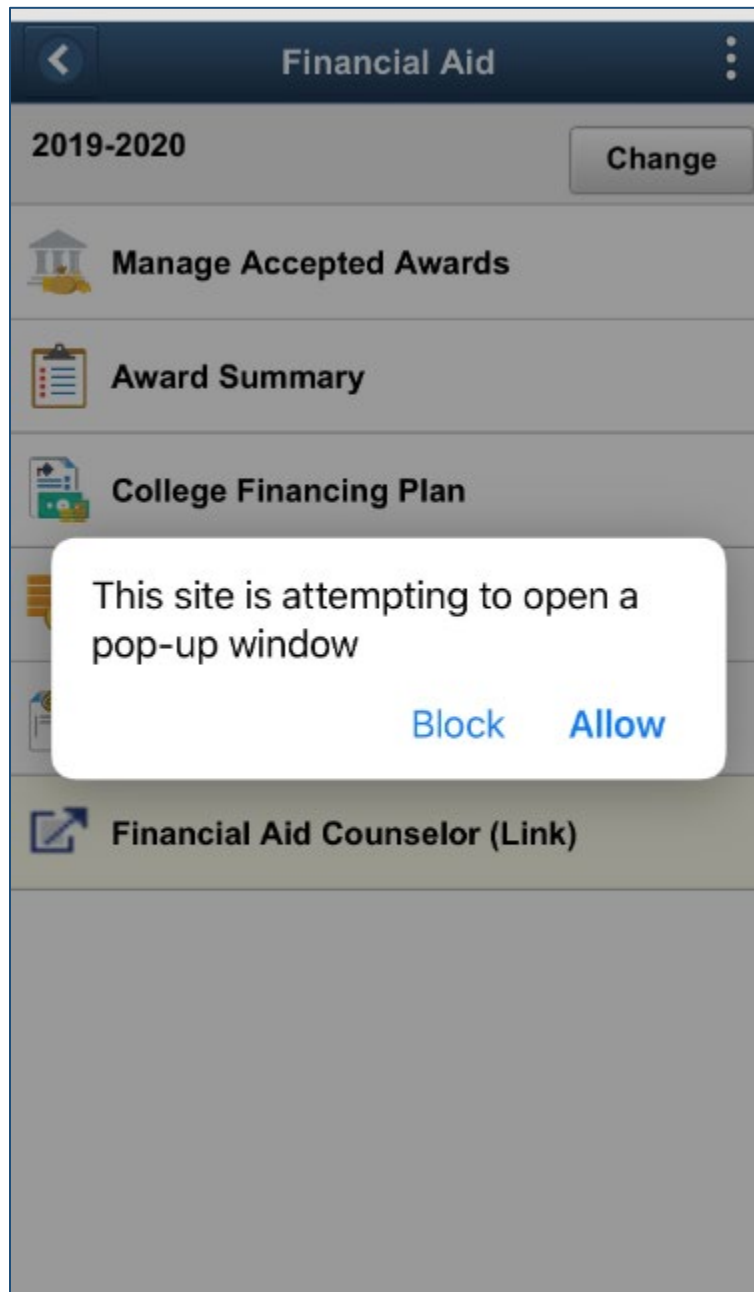
Enter the amount of the scholarship that will apply to your summer bill (if you are not attending school during the summer or would like your scholarship to apply to only the fall and spring semesters, enter 0).

\$



Scholarship 1: Other Instructions

Financial Aid Counselor


The last page on the left menu is a link to a separate page outside of Enroll & Pay which designates Financial Aid Counselors for students. There is the possibility that when the student selects this link, the message below will appear. Select Allow to continue to the separate window.



This is the separate window that will open designating counselors for students.

 Not Secure — affordability.ku.ec 

[myKU](#) [Email](#) [Blackboard](#) [Enroll & Pay](#) [KU Directory](#)

 **Financial Aid & Scholarships**
Making KU affordable

[Menu](#) ▼ [Search](#)

CONTACT INFO

Contact Your Counselor:

Last Name Begins With	Counselor
A-G Undergraduate Students	Cheyenne Queen
H-O Undergraduate Students	Molly McNall
P-Z Undergraduate Students	Kati Richmond
Graduate Students (except Pharmacy)	Financial Aid Counselor 4

Pharmacy Students and Athletes

[Kevin Foster](#) is the financial aid contact for