

Checking For To Do Item(s)

To check for To Do's, click on the Holds & To Do's tile.



If the student selects the To-Do's page, the student will see any To Do item(s) that need to be completed. Click the row to see what actions need to be taken to resolve the item.



The box that appears contains instructions on how to resolve the item. Once the item is resolved, the To Do item will no longer display on the page.

The screenshot shows a web interface with a 'To Do's' section. A modal window titled 'Task Details' is open, displaying the following information:

DL PLUS 1 XX Promissory Note

- Aid Year: Federal Aid Year 2019-2020
- Academic Career: Undergraduate
- Loan Type: Direct Loan PLUS XX
- Application Sequence: 1
- Status: Initiated
- Status Date: 09/30/2019

Please complete a Loan Agreement for a PLUS Loan (MPN) at studentloans.gov (under Parent Borrowers).

The background shows a 'To Do's' table with columns for Task, Due Date, and Status. Two rows are visible: 'DL PLUS 1 XX P...' with status 'Initiated' and 'KU Electronic Bu...' with status 'Assigned'.