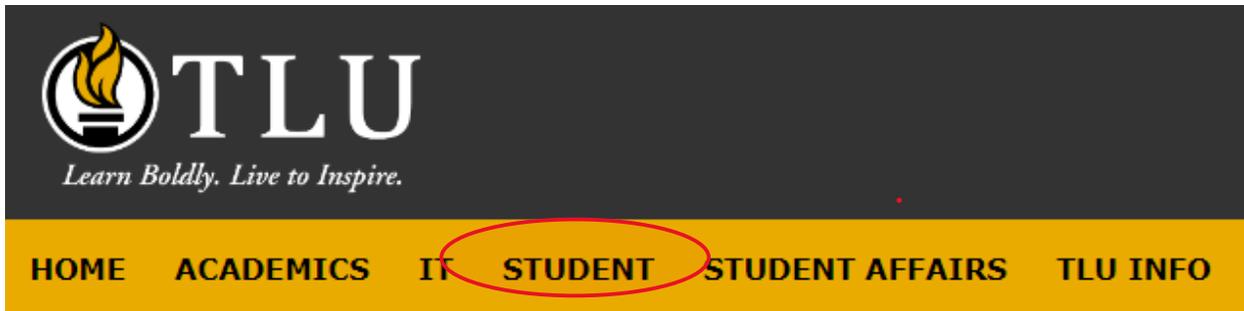


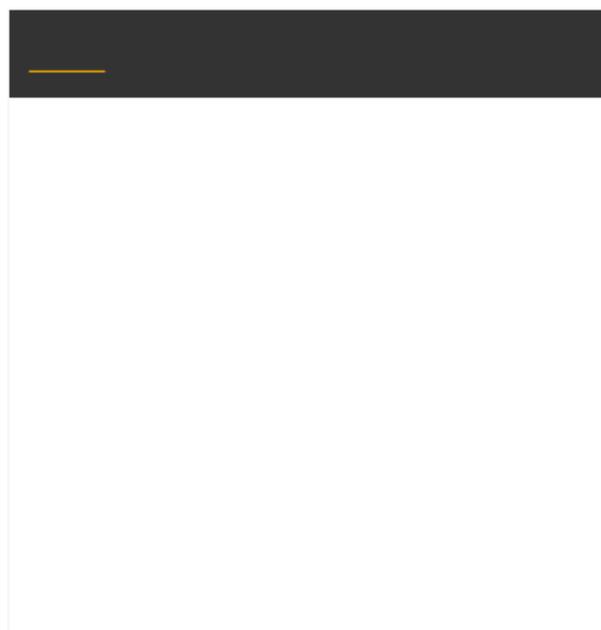
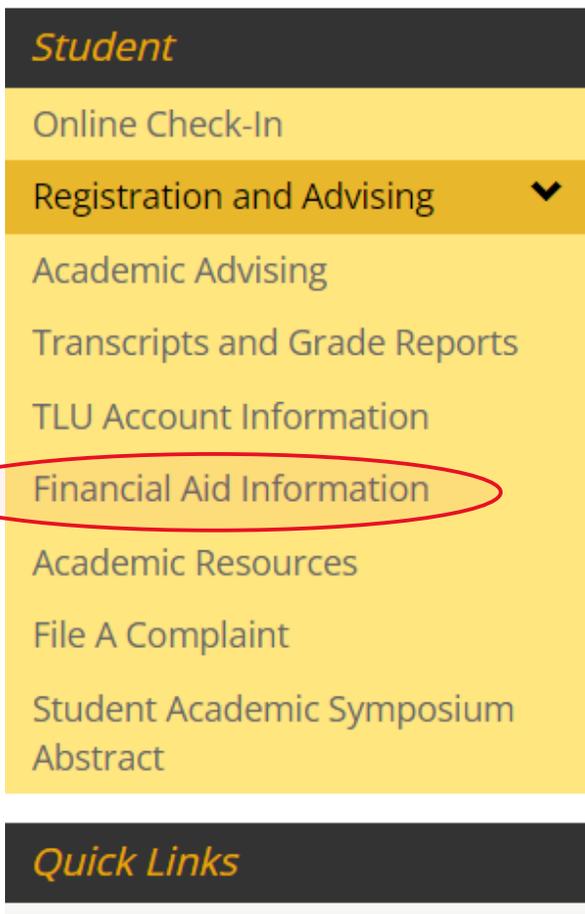
Student Financial Services is excited to announce we are transitioning to a new and improved financial aid system beginning with the 2023-2024 academic year! To assist in this transition, we are providing some screenshots that will help you navigate the new financial aid portal. This will still be accessed from MyTLU. The financial aid portal will be used for the Fall 2023 semester and beyond.

*\*Please note that 2022-2023 financial aid offer letters (Fall 2022, Spring 2023 and Summer 2023) will still be accessed through the previous Financial Aid Offer Letter link.*

From **MyTLU**, click the **Student** tab and then **Financial Aid Information**.



You are here: [Student](#) > [Registration and Advising](#)



From the **Financial Aid Information** page click **Financial Aid Portal – JFA**.

**TLU**  
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HOME ACADEMICS IT STUDENT STUDENT AFFAIRS TLU INFO PUBLIC MY PAGES

You are here: [Student](#) > [Financial Aid Information](#)

**Student**

- Online Check-In
- Registration and Advising
- Academic Advising
- Transcripts and Grade Reports
- TLU Account Information
- Financial Aid Information** ▾
- Academic Resources
- File A Complaint
- Student Academic Symposium Abstract

**Financial Aid Portal**

[Financial Aid Portal - JFA](#)

**Financial Aid Offer** ?

- [Financial Aid Offer Letter](#)
- [Estimated Net Cost Summary](#)

**Financial Aid Document Tracking** ?

- [View Financial Aid Document Tracking](#)

**Financial Aid Forms**

**Quick Links**

## Financial Aid Portal Home Screen:

From the home screen, you can access your financial aid offer, review your estimated cost of attendance, and see alerts for outstanding documents or touchpoints.

**FINANCIAL AID**  
Student Self-Service

My FA  
Documents  
College Financing Plan  
Touchpoints  
Parent Portal Setup  
Log Out

**TLU**  
*Learn Boldly. Live to Inspire.*

**My Financial Aid**

Award year:  
2023-2024

**Grants and Scholarships**

ACT-SAT Scholarship - Institutional funding Scholarship

**Student Loans**

Direct Subsidized Loan - Federal Loan

**Alert**  
23-24 Department of Justice Hold

**Documents requiring attention.**

**\$51,450.00**  
Cost of Attendance

The “My Financial Aid” section will display your financial aid offers by award year. You will be able to review your 2023-2024 aid here. Each source of aid offered is displayed individually. If the fund is green, that means that fund has been accepted.

Note: some funds, such as certain grants and scholarships, will already be accepted on your behalf.

### My Financial Aid

Award year:

2023-2024 

### Grants and Scholarships

**ACT-SAT Scholarship - Institutional funding Scholarship** 

**Amount: \$1,000.00**

Session: FALL 2023

Status: Accepted

Comment: Auto-Accepted

**Amount: \$1,000.00**

Session: SPRING 2024

Status: Accepted

Comment: Auto-Accepted

If you need to act on an aid offer (accept/decline), the fund will be yellow. You can select the individual award for it to expand and show options for acceptance. Using the "Accept, Decline, or Reduce total award" link, you will be prompted to decide for that individual award.

### Student Loans

**Direct Subsidized Loan - Federal Loan** 

**Amount: \$2,250.00**

Session: FALL 2023

Status: [please select](#)

Comment:

[Accept, Decline, or Reduce total award](#)

**Amount: \$2,250.00**

Session: SPRING 2024

Status: [please select](#)

Comment:

Once you have made a decision, the yellow box will change to green. Please know that you will not be able to edit your decision after you save your response. *If you are reconsidering an award, please contact Student Financial Services for assistance.*

#### Student Loans

**Direct Subsidized Loan - Federal Loan**✓

**Amount: \$2,250.00**

Session: FALL 2023

Status: Accepted

Comment: Accepted

**Amount: \$2,250.00**

Session: SPRING 2024

Status: Accepted

Comment: Accepted

The “Cost of Attendance” Section will show you an estimate of your costs to attend TLU for a year.

\$51,450.00

[Cost of Attendance](#)

Selecting the “Cost of Attendance” link will open a pop-up screen displaying a breakdown of your individual costs for the year by semester. This includes both Direct Costs (charged to the student account) and Indirect Costs (not charged to the student account).

\*Direct Costs for On Campus students: Tuition, Fees, Room & Board

\*Direct Costs for Off Campus/With Parent students: Tuition, Fees

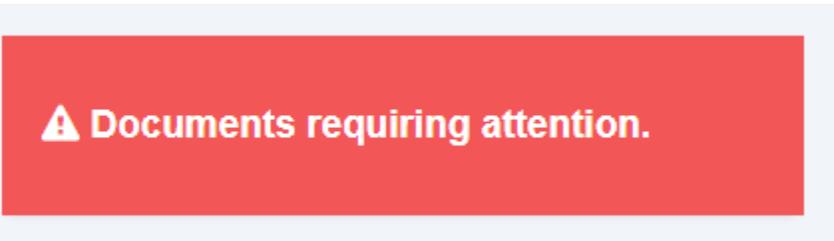
**Cost of Attendance**



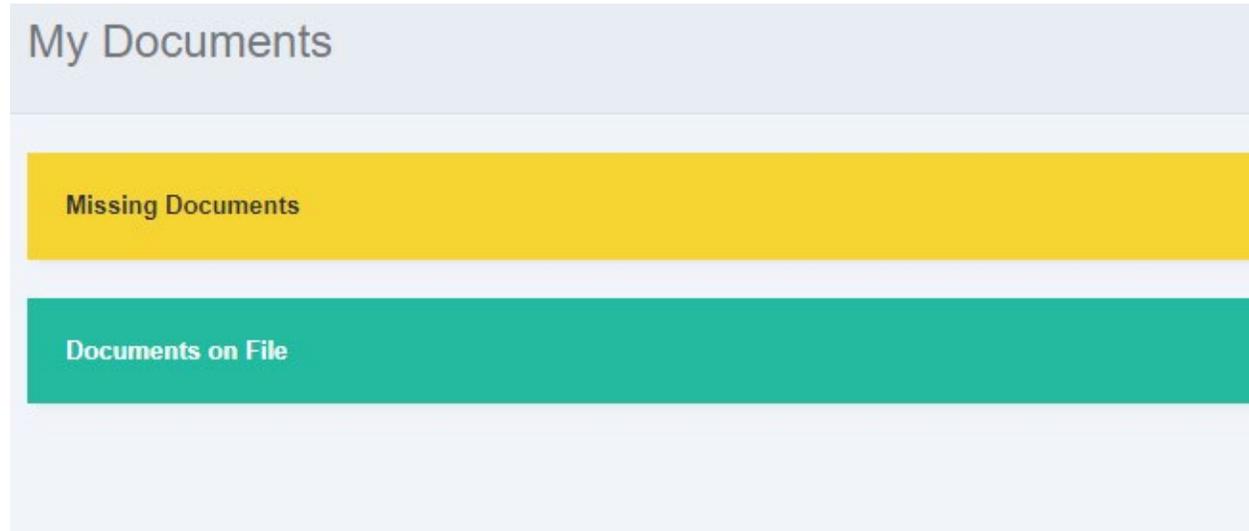
Component	Payment Period		Payment Period		Total
Tuition	FALL 2023	\$17,150.00	SPRING 2024	\$17,150.00	\$34,300.00
Fees	FALL 2023	\$310.00	SPRING 2024	\$310.00	\$620.00
Books & Supplies	FALL 2023	\$500.00	SPRING 2024	\$500.00	\$1,000.00
Transportation	FALL 2023	\$550.00	SPRING 2024	\$550.00	\$1,100.00
Personal Expenses	FALL 2023	\$1,275.00	SPRING 2024	\$1,275.00	\$2,550.00
Other Fees	FALL 2023	\$0.00	SPRING 2024	\$0.00	\$0.00
Room & Board (On Campus)	FALL 2023	\$5,940.00	SPRING 2024	\$5,940.00	\$11,880.00
Total	FALL 2023	\$25,725.00	SPRING 2024	\$25,725.00	\$51,450.00

**OK** **Cancel**

Your Financial Aid Portal also has information about missing documents that can impact your financial aid eligibility. If you have documents that are required, there will be a red box on the home page.



Clicking on that box will take you to a screen where you can review missing documents as well as documents that are already on file.

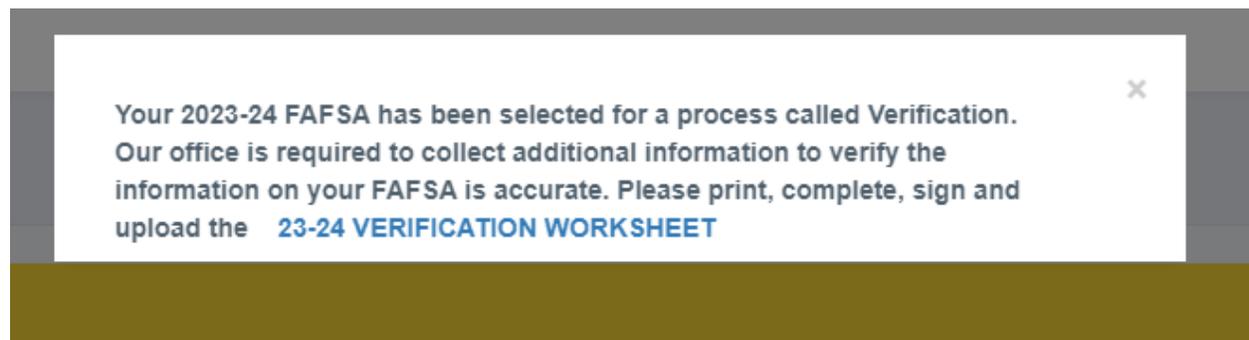


Selecting the yellow “Missing Documents” box will show you a list of all documents that need to be submitted.

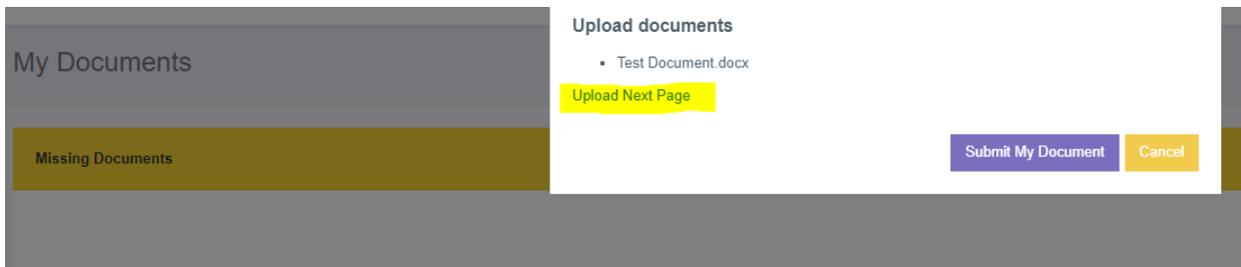
The image shows a table titled 'Missing Documents' with the following content:

Document Type	Document Status	Due Date		Comments
<a href="#">23-24 Verification Worksheet</a>	Required	-	<a href="#">Upload</a>	-
<a href="#">2021 Student Taxes</a>	Required	-	<a href="#">Upload</a>	-

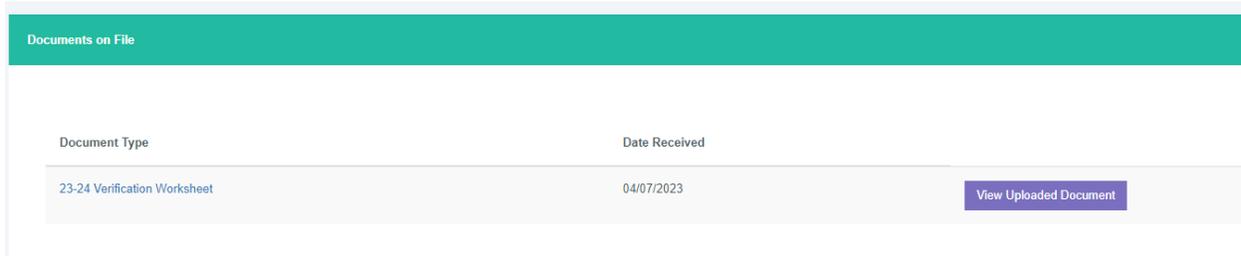
Selecting the Document Type link will open a popup box with instructions about what needs to be submitted. Some documents will have a hyperlink to a form that you can download, complete, and then upload into the Financial Aid Portal.



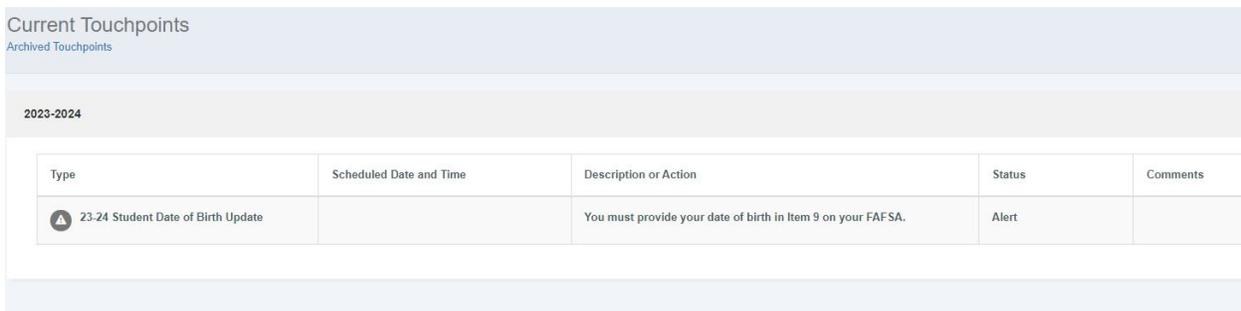
Each individual document has an upload button. This allows you to select a document or documents to upload for that requirement. **Please note that you can upload multiple files for an individual document.** For Example: If you have multiple documents to upload as part of your 2021 Student Taxes, you can add them all. After you have uploaded the first document, you will see a link to “upload the next page.”



Once you have uploaded all necessary documents, you will select the “Submit My Document” button. In real time, you will see that document move into the green “Documents on File” section. There you will be able to review what you submitted to the Office of Student Financial Services.



On the homepage, you might have a red box with the word “Alert” displayed. This means you have an outstanding Touchpoint. A Touchpoint is used to notify you of an outstanding task that could impact your financial aid eligibility. You do not have to submit any documentation in your Financial Aid Portal for a touchpoint. Rather, a touchpoint might prompt you to contact the Department of Education or to make a change to the FAFSA you submitted for that financial aid year. Selecting the red “Alert” box will take you to another screen displaying your outstanding touchpoints.



The “Description or Action” section will give you instructions on what is needed to resolve that Touchpoint.

## Support Documentation

When navigating in the Financial Aid Portal, you will notice Question Marks on the screens. Selecting the question mark will open a new window with detailed information about that portion of your Financial Aid Portal. This can be a helpful resource when you have questions about how to proceed with documents, touchpoints, or awards.

My Documents



### Documents

- After clicking the Documents option in the menu, a dropdown displays the Forms and Files option, click this link to open My Forms and Files
  - This screen consists of two accordions
    - Missing Documents
      - All documents that require attention are listed in this accordion
        - Click the accordion to expand the section displaying those documents included in the Missing Document
      - Clicking the Document Type hyperlink displays a popup which contains special instructions from the financial aid office
      - Document status displays the status your document is currently in
      - Due Date is when the document must be delivered to the financial aid office
      - When the document requires additional paperwork to be uploaded click the Upload link

## Parent Portal Access

Students are able to grant other individuals (i.e., parents) access to view certain items within the financial aid portal.

***\*Granting financial aid portal access DOES NOT also grant FERPA permissions; to grant FERPA permissions students will still complete the form via MyTLU > Student > FERPA Permissions > Define New Permissions link.***

Within your financial aid portal, click the “Parent Portal Setup” link on the left Student Self-Service menu. There are four different pages of information you can grant access to on the right side:

Assigned Page Permissions		
My FA		
Awards	<input type="radio"/> View Only	<input checked="" type="radio"/> No access
Document Alert	<input type="radio"/> View Only	<input checked="" type="radio"/> No access
Upcoming Touchpoints	<input type="radio"/> View Only	<input checked="" type="radio"/> No access
Cost of Attendance	<input type="radio"/> View Only	<input checked="" type="radio"/> No access
Total Offer	<input type="radio"/> View Only	<input checked="" type="radio"/> No access
Total Accepted Aid	<input type="radio"/> View Only	<input checked="" type="radio"/> No access

Choose “View Only” for any information you would like the individual to be able to access. You will also be able to see who has been granted an account further down on this page:

Current Accounts		
Name	Email	Permissions