FURMAN
U N I V E R S I T Y

Instructions for Financial Aid Dashboard

- Please go to Workday to view your award(s).

- After you log in:

Step One: Click the Finances Worklet

Step Two: Click View Financial Aid

At this point, you will directed to your Furman Financial Aid Dashboard to view your financial aid.

Step Three: Accept Terms and Conditions

Once in your Furman Financial Aid Dashboard, your required documents will be displayed on your home page. You may use the menu in the upper left-hand corner of the page to navigate to your Financial Aid Offer.

- o For the first time logging into the Furman Financial Aid Dashboard, you will be asked to accept the Terms and Conditions:

Update Your Account

Terms & Conditions and Electronic Consent

When you accept a financial aid offer from the Office of Financial Aid, you enter into an agreement with Furman University. Below are Terms & Conditions associated with this agreement which you should understand before accepting financial assistance.

- Financial aid is offered for one academic year at a time, applied to your student account on a semester basis and based on information currently available.
- Financial aid is applied to a student's account after all requested information/documents are received and processed by Furman University.
- At least half-time enrollment in a degree-seeking program is required for most federal and state aid (6 credits for an undergraduate students and 3 credits for a graduate student); full-time enrollment is required for Furman based aid (12+ credits for an undergraduate student).
- The FAFSA must be completed each year to be considered for federal grants and/or loans, as well as state grants.
- The Department of Education verification process must be completed if selected.
- Financial aid recipients cannot be in default of a federal loan, or be in an overpayment of federal aid. Aid can be canceled if false or misleading information has been provided.
- Satisfactory academic progress (SAP) must be met at the end of each spring term. Additional information regarding Furman's standards can be found online.
- Changes in academic status, housing status and receipt of outside awards must be reported to the Office of Financial Aid.

Furman University reserves the right to review, revise and/or cancel any fund at any time due to a change in eligibility (including, but not limited to: enrollment status, housing, academic status, major, financial need or program funding), verification of information, lack of documentation, lack of academic progress, or aid from other sources.

In addition to the above Terms & Conditions, I understand Furman University's primary communication will be via **student** email (both personal and Furman email addresses). I agree to monitor both accounts and respond in a timely manner. I also understand it is my responsibility to share important information and deadlines with my parents/guardians. If you wish to receive paper communications, you must notify the Office of Financial Aid in writing.

☐ I agree to these Terms and Conditions

Submit   Log Out

- o Once the Terms and Conditions are accepted the student will be greeted by their home page.
- o The top left hand is the Menu which will help the student navigate to different pages which are custom designed for their specific account. Students will only view pages applicable to their aid and requested items. If the student has been offered a loan, they will have a tab under the Menu (Top left) called "Accept Your Financial Aid Offer" (see second screenshot below).

Menu ≡

You are currently logged in as: ▮
Current Award Year: 2021/2022 ⌄   Log Out   Help

Welcome ▮

We hope you find the Furman Financial Aid Dashboard helpful while navigating the financial aid process. Understanding your Financial Aid Offer is also a great resource for families. If you have any questions, please reach out!

2021/2022

If you prefer to schedule a virtual face-to-face meeting to discuss your aid offer, please do so here.

Office of Financial Aid
3300 Poinsett Highway
Greenville, SC 29613

Telephone: 864.294.2351
Fax: 864.294.3127

E-mail: financialaid@furman.edu

Your Award Information

Fall	Spring	Total
$▮	$▮	$▮

☐ Get More Detailed Award Information

Your Requirements

Document	Status	Status Date	Message	
South Carolina Affidavit	Not Received	7/8/2021	Complete it now!	Click to View Message
Free Application for Federal Student Aid	Received	11/9/2020		

☐ Get More Documents

Your Next Steps

Message

-If you are a Palmetto Fellows scholarship recipient, your financial aid package currently includes the LIFE Scholarship. If you are eligible, the scholarship will be updated to Palmetto Fellows when the Office of Financial Aid receives the list of eligible recipients from the South Carolina Commission on Higher Education.
-Please note the South Carolina Tuition Grant amount is estimated and subject to change. The Commission will be finalizing the 2021-2022 award amounts mid-March; we will finalize this fund shortly thereafter.

☐ Get More Messages

Step Four: Accept your Financial Aid Offer

Second screenshot of Menu- "Accept Your Financial Aid Offer" **– Only available to students offered Direct Loans.**
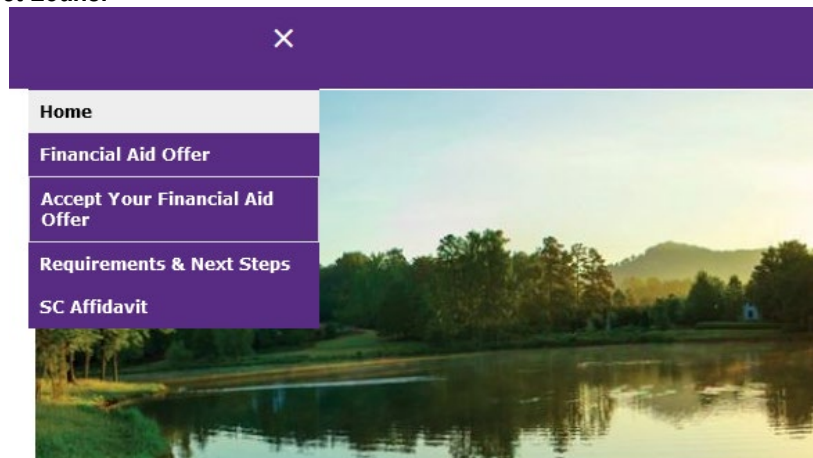
To accept/decline loans, the student will see this page (loan awards/offerings will vary than screenshot). If accepting, the student can decrease their loan amount for each semester (cannot increase) and navigate to "status" and click "accept." If declining the loan, the student will select "decline." There are also two other options: "accept all" and "decline all" for easy convenience- *Submit.*

Accept Your Financial Aid Offer

Your comprehensive federal, state, and/or Furman based aid has been offered as indicated on the Financial Aid Offer page.

Scholarships, grants, and student employment funds have been accepted on your behalf; thus, you are only viewing loan funds that you can accept, reduce, or decline.

To the far right, there is a status column. It is necessary for you to accept or decline **each fund**. After indicating your intention, be certain to submit. You do have the ability to reduce the loan amount that has been offered. Additional loan information can be found on Furman's website.

If you need to revise your loan decision, please complete the Loan Change Form.

Your Awards						
Award	Fall	Spring	Total	Message		Status
Federal Unsubsidized Direct Loan	2750	2750	$5,500.00			Pending ⌄
Total	$2,750.00	$2,750.00	$5,500.00			

Decline All   Accept All

Submit