

TO ACCEPT/DECLINE/CHANGE YOUR AWARD ONLINE

If you were selected for verification, the verification process must be completed before you can accept, decline, or change your award.

NOTE: Please follow these steps in the order provided so that your award acceptance/decline is successfully submitted.

1. Go to www.dickinsonstate.edu
2. Select *Campus Connection* at the bottom of the screen
3. Enter *USER ID* and *Password* in Sign on box
 - a. USER ID – is your ID # with W in front of the seven digits
 - b. If you do not know your Password, stop by DSU Computer Services at May Hall Room 12 or call 701-483-2838
4. In the Menu Box, select the following: *Campus Finances > Accept/Decline Awards* (If you were randomly selected for verification, this verification process needs to be completed in order to accept or decline your award notice.)
5. Select the aid year (2010).
6. To choose a lender for your Stafford Loan, click on the loan. Click *Select your Lender* link. You may choose one of the lenders provided. If you would like to choose a lender that is not listed, or if you would like to change your current lender, please contact the Office of Financial Aid at 701-483-2593. Return to Award Detail. Return to Award Package. If this is your first loan from DSU, you must complete entrance loan counseling at <http://mappingyourfuture.org/OSLC/> and complete a MPN from the lender you selected.
7. Select the aid that you want to accept/decline/change. Make certain your checkboxes are correct.
8. Select green *Submit*. Click "yes" to continue with the submit process. The screen will indicate "The Submit was successful"
9. Select *OK*. (You must select OK to complete the process.)