

## **Instructions To View Financial Aid Requirements on MyBridge:**

Login to [MyBridge](#):

- Use your Student ID number (your 'B' number) as your username
- Your six digit date of birth will be your password.

To Access your document requirements click on "Student & Financial Aid":

- Click on the [Student and Financial Aid](#) link
- Click on the [Financial Aid](#) Link
- Click on the [Eligibility](#) Link
- Click on the [Student Requirements](#) Link
- Be sure to identify the aid year of 2019-2020 under the [Select Another Aid Year](#) link.
  - *Unsatisfied requirements will be displayed with an explanation provided in the [view instructions](#) link.*

All documents should be submitted to the Financial Aid Office by **June 30<sup>th</sup>** if you will be attending the fall semester or **November 30<sup>th</sup>** if you plan on attending for the spring semester. Documents submitted after the deadline will still be processed; however, there is no guarantee your financial aid eligibility will be calculated prior to the start of the semester. Timely submission of required documents ensures that you have funds available at the beginning of the term. Otherwise, you should be prepared to pay ALL of your expenses out-of-pocket and wait for your financial aid to be processed. Your eligibility for financial assistance cannot be determined until all documentation has been received and evaluated.

## **Instructions for Viewing and Submitting Your Financial Aid Award**

Financial Aid Award estimates are available on your **MyBridge account**. You will need your student ID number to log in. Your student ID begins with a "B". **You must use a capital letter B.** Your password is your six digit date of birth (MMDDYY).

When you enter the secure area:

- Click on the [Student and Financial Aid](#) Link
- Click on the [Financial Aid](#) Link
- Click on the [Award](#) Link
- Click on the [Award for Aid Year](#) Link
  - Select Year 2019-2020
- Click on the "Accept Award Offer" Tab
- Accept or Decline all funds that show in the "offered" status
- Click Submit once all funds have been accepted or declined
  - **Do not use the "undecided" option, it may cause a submission failure**

**The deadline to accept and complete the requirements for student loan processing is October 25<sup>th</sup> for the fall term and March 25<sup>th</sup> for the spring term.**

## **2019-2020 Award Information**

- If you need to accept student loans, you may choose to accept the full amount or you can choose to accept less than the offered amount.
  - If you accept student loans and are a first time loan borrower at BridgeValley, you are required to complete [Entrance Counseling](#) and sign a [Master Promissory Note](#).
- All awards are initially made for **full time enrollment** for both **fall and spring**.
- Pell award amounts shown **are full time enrollment** amounts and will be adjusted according to your actual enrollment.
- We reserve the right to modify your awards at any time due to changes in your financial eligibility as a result of any of the following:
  - Incorrect information supplied on the Free Application for Federal Student Aid (FAFSA)
  - Changes in your enrollment, residency, or degree program
  - Changes in the availability of our funds
- Awards are not valid for students who are unable to register due to a prior bill or for students on financial aid suspension.
- All students are required to read, understand, and meet standards of Satisfactory [Academic Progress](#). Detailed information is available on BridgeValley's website.

## **Instructions for Viewing Your Billing Information**

When you enter the secure area:

- Click on the [Student Information](#) Link
- Click on the [Student Account](#) Link
- Select [Account Summary by Term](#) from the current menu
  - The top section will be the most recent billing information.
  - All tuition and fee charges and payments received, including financial aid, will be posted.
  - If there is a balance due for a semester, it will be posted at the bottom of the section.