

## Guide to completing Loan Self Certification

The lender will provide the applicant with a self certification form after you have submitted the loan application. Below is an example of Section 2 of a self certification form.

**SECTION 2: COST OF ATTENDANCE AND ESTIMATED FINANCIAL ASSISTANCE**

If information is not already entered below, obtain the needed information from the school's financial aid office and enter it on the appropriate line. Sign and date where indicated.

- |  |          |
|--|----------|
| A. Student's cost of attendance for the period of enrollment covered by the loan   | \$ _____ |
| B. Estimated financial assistance for the period of enrollment covered by the loan | \$ _____ |
| C. Difference between amounts A and B  | \$ _____ |

**WARNING:** If you borrow more than the amount on line C, you risk reducing your eligibility for free or lower-cost federal, state, or school financial aid.

### Step 1:

Log into your Titan Web account.

### Step 2:

Under "Finances" click on "View Financial Aid"

The screenshot shows a web interface with a blue header bar containing a dropdown menu labeled "Finances". Below this menu, there are three main sections: "My Account", "Refunds", and "Financial Aid". Under "My Account", there are links for "Statement of Account" and "Payment Profile". Under "Refunds", there is a link for "Direct Deposit". Under "Financial Aid", there are three links: "View Financial Aid", "Accept/Decline Awards", and "View SAP Status". A red arrow points to the "View Financial Aid" link. To the right of the "Financial Aid" section, there is a "Balance Summary" box with a white background and a blue header. Inside the box, it displays "Current Balance" followed by "\$0.00". Below the box, there is a "make a payment" button with a right-pointing arrow.

### Step 3

Select the correct aid year. Keep in mind that summer sessions are included in the upcoming aid year.

#### Financial Aid

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#### Select Aid Year to View

Click the aid year you wish to view

Aid Year	Institution	Aid Year Description
<a href="#">2014</a>	UW Oshkosh	Financial Aid Year 2013-2014
<a href="#">2013</a>	UW Oshkosh	Financial Aid Year 2012-2013
<a href="#">2012</a>	UW Oshkosh	Financial Aid Year 2011-2012

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### Step 4

Click on “Financial Aid Summary”

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#### Award Summary

#### Financial Aid Year 2013-2014

The awards below have been offered to you for the financial aid year and terms indicated.

Aid Year				
Award Description	Category		Offered	Accepted
Federal Subsidized Loan 1	Loan		4,239.00	4,239.00
Federal UnSubsidized Loan 1	Loan		3,261.00	3,261.00
Federal Parent PLUS Loan 1	Loan		11,170.00	0.00
<b>Aid Year Totals</b>			<b>18,670.00</b>	<b>7,500.00</b>

Currency used is US Dollar.

 [Financial Aid Summary](#)

## Step 5

Click on “Estimated Financial Aid Budget” to see cost of attendance information. Be aware of what term you are applying for. In this example the student is applying for a loan during the Fall 2013 semester.


### Financial Aid

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#### Financial Aid Summary

##### Financial Aid Year 2013-2014

The information below indicates how your financial need was determined.

Estimated Financial Aid Budget	<u>18,670.00</u>	
Expected Family Contribution	<u>14,431.00</u> -	
Estimated Need	4,239.00	
Total Aid	18,670.00	

Currency used is US Dollar.


The links above will give you detailed information regarding Cost of Attendance and Expected Family Contribution.

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[Return](#)

#### Fall 2013

Category Description	Amount
Books and Supplies	500.00
Housing	3,568.00
Loan Fees	38.00
Pers & Misc Expenses	1,000.00
Transportation Cost	350.00
Tuition & Fees	3,879.00
<b>Term Total</b>	<b>9,335.00</b>
<b>Total Cost of Attendance</b>	<b>18,670.00</b>



## Step 6

Click on the return links until you are back to your Award Summary. Here you can find your estimated financial assistance. Again make sure that you are looking at the term for which the loan is intended. Only include the aid that you intending on using.

**Fall 2013**

[View Scheduled Disbursement Dates](#)

Award Description	Category	Offered	Accepted
Federal Subsidized Loan 1	Loan	2,120.00	2,120.00
Federal UnSubsidized Loan 1	Loan	1,631.00	1,631.00
Federal Parent PLUS Loan 1	Loan	5,585.00	0.00
<b>Term Totals</b>		<b>9,336.00</b>	<b>3,751.00</b>

Currency used is US Dollar.

On Section 3 of the Self-Certification the lender asks for the period of enrollment covered by the loan. Please use the dates listed below.

<b>Loan Periods for 2012-2013</b>	
Summer 2012	6/11/2012 - 8/03/2012
Academic Year	9/05/2012 - 5/31/2013
Fall 2012	9/05/2012 - 1/18/2013
Spring 2013	1/28/2013 - 5/31/2013

<b>Loan Periods for 2013-2014</b>	
Summer 2013	6/10/2013 - 8/02/2013
Academic Year	9/04/2013 - 6/06/2014
Fall 2013	9/04/2013 - 1/24/2014
Spring 2014	2/03/2014 - 6/06/2014