Using the Financial Aid section of Student Planning

Financial Aid information and documentation has been recently added to Student Planning. Features that were normally accessible through WebAdvisor have been implemented here.

1. Log into MyBucks, [https://portal.bucks.edu/](https://portal.bucks.edu/) with your Bucks username and password. Click the Student Planning link under Apps for Students.

2. Click the Financial Aid option.
3. The **Home** portion of the Financial Aid area is a general overview of your status and history. A checklist is displayed to highlight any steps you may need to take to continue the financial aid process. Contact information for the Financial Aid office is also available on the Home page.

The Checklist status is as follows:

- **Completed**: You do not need to take any further action.
- **Reviewed**: The Financial Aid office has reviewed your information.
- **Action Needed**: You need to take further action on a checklist item.
- **Not Available**: This checklist item is not yet ready for you to take action because other checklist items require attention first.
- **In Progress**: The checklist item is being reviewed by the Financial Aid office.

Use the **Financial Aid** dropdown menu at the top to navigate to the other pieces of the site.
4. The **Required Documents** page provides information about completed and outstanding documents that are pending completion so that you can process the application for Financial Aid. If there are no outstanding documents, you will see a table with Completed and Waived documents.
5. The **My Awards** page provides information about the available awards and award amounts for you for a specific Financial Aid year. You can also see the percentage of their award amounts for each section.

The awards are grouped in the following manner:

- Scholarships and Grants
- Work
- Loans
6. The **Award Letter** page shows your official Financial Aid award letter. Click the **Award Letter** link if you wish to print out the page for your records.
7. The **Federal Shopping Sheet** page shows the costs of attending an institution and the average financial aid package available to the student for that institution.
8. The **Satisfactory Academic Progress** page shows the following current Satisfactory Academic Progress (SAP) calculation information:

- Most recent SAP calculation evaluation period
- Program
- SAP status
- SAP status description
- SAP evaluation date
- SAP details associated to the calculation
- SAP history
- SAP appeals

You can visit the Financial Aid website: [http://www.bucks.edu/admissions/aid/](http://www.bucks.edu/admissions/aid/) for additional information. Any questions can be directed to the Financial Aid office by phone: (215) 968-8200 or by email: finaid@bucks.edu.