**CHECK STATUS, VIEW/PRINT AWARD OFFER, ACCEPT/DECLINE LOANS**

**STEP 1: Access Your Account**

Go to BU BRAIN via Binghamton’s portal, my.binghamton.edu, and click on the “Financial Aid” tab.

**STEP 2: Options and Actions**

Once on the Financial Aid tab, select from several options to access your Binghamton University Financial Aid Award Offer information, review requirement messages and accept or decline loans.

Here’s a quick overview of three key options

<table>
<thead>
<tr>
<th>Your Options</th>
<th>Then Select</th>
<th>Then Select</th>
<th>Then Choose Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STATUS</td>
<td>Award for Aid Year</td>
<td>Aid Year</td>
<td>VIEW overall status, holds, academic progress, financial aid awards and messages.</td>
</tr>
<tr>
<td>ELIGIBILITY</td>
<td>Award for Aid Year</td>
<td>Aid Year</td>
<td>REVIEW “unsatisfied” requirements that may prevent awards being applied to your bill. To VIEW, select “Student Requirements.”</td>
</tr>
<tr>
<td>AWARD</td>
<td>Award for Aid Year</td>
<td>Aid Year</td>
<td>Access your Award Offer where you can: VIEW AND/OR PRINT Click on “Award Overview” tab</td>
</tr>
</tbody>
</table>

**IMPORTANT NOTES**

- Once a student takes action online, changes can ONLY be made by contacting Financial Aid.
- Accepted student loans will be automatically split between fall and spring semesters.
- First-time student borrowers accepting loans must complete an electronic Master Promissory Note (eMPN) at www.studentloans.gov.
- Parents of undergraduate, dependent students must apply and be credit-approved for a Parent PLUS Loan. To apply and complete an eMPN, parents can go to www.studentloans.gov.
- For complete financial aid information, go to www.bingfa.binghamton.edu.

**Financial Aid and Student Records**

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