

## Instructions to Accept/Decline your Financial Aid

Pell Grant and SEOG are federal grants that do not require “acceptance”.

If you have been offered **Federal Work-Study and/or Federal Direct Loan**, you must accept or decline these funds. You can accept the full amount or a partial amount of the Federal Direct Loan. You may want to consider this when determining the amount of Direct Loan you will need for the academic year. In most cases there are additional requirements that you must complete for Direct Loan. Direct loan processing will be delayed if you fail to complete any additional requirements.

### To get started:

**Step 1:** Sign into your MyCorning account at <https://www.corning-cc.edu/mycorning.php>

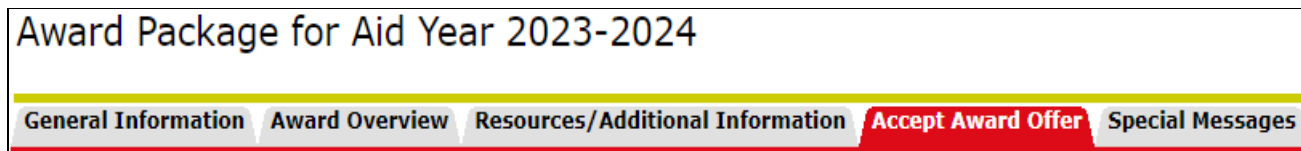
**Step 2:** Select  then 

**Step 3:** From the main menu select “**Student & Financial Aid**”.

**Step 4:** From the next menu select “**Financial Aid**” and then select “**Award**”

**Step 6:** Click on “**Accept Award Offer**” – you will be prompted to select the award year (2023-2024), then click submit.

**Step 7:** Review the information on each tab.



**Step 8:** Select the “**Accept Award Offer**” tab and:

1. Choose “Accept” or “Decline” for each fund (Federal Work Study and Federal Direct Loans).
2. To **accept a partial amount** select “Accept” and enter the amount in the “Accept Partial Amount” field.
3. Click “**Submit Decision**” after you are finished.

**Step 9:** Follow instructions to complete any additional requirements for Direct Loan(s) that are listed on the “**Accept Award Offer**” page.

**Step 10:** If TAP is listed and it is “estimated”, be sure to link to [HESC website \(www.hesc.ny.gov\)](http://www.hesc.ny.gov) to check the status or complete an application if you have not already done so.

**Need assistance? Contact our office at (607)962-9875 or [eacenter@corning-cc.edu](mailto:eacenter@corning-cc.edu).**