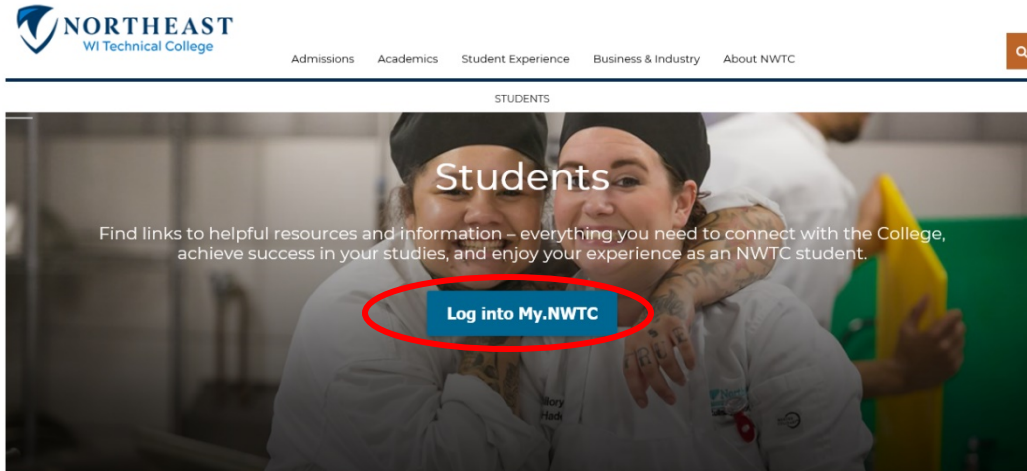
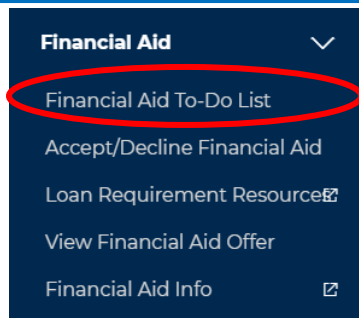


## How to Turn in Financial Aid Documents

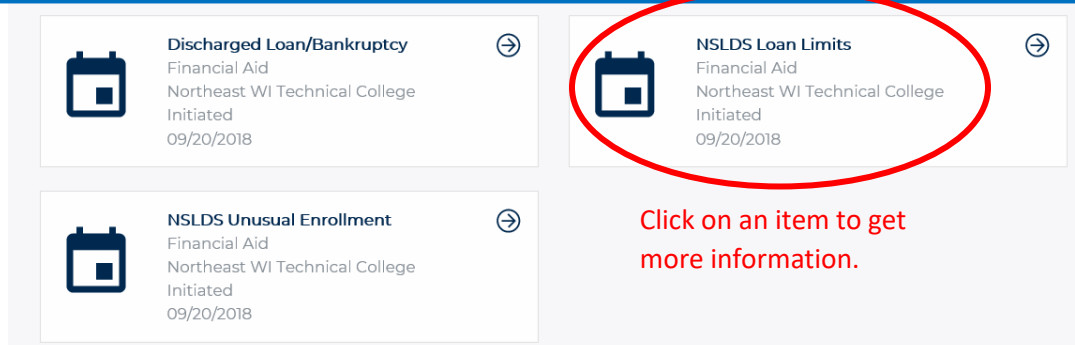
### Step 1: Log into your my.NWTC account



### Step 2: Open 'Financial Aid' and click on 'Financial Aid To-Do List'



### Step 3: The following list is your current To-Do items



This is just an example of some of the items that may be needed. Each student's To-Do List may require different documentation.

## Step 4: Click on the Link

### NSLDS Loan Limits

Aid Year 2021

Contact

Due Date 03/19/2020

Contact Financial Aid Office  
FINAID@NWTC.EDU

Description

Based on data provided by NSLDS and your grade level, we have determined that you may have reached your loan limits. Please complete the NSLDS Loan Limits Notification worksheet.

To obtain this form, click on the link below. Complete the electronic form, print it, and return it to the Financial Aid Office.

NSLDS LOAN LIMITS   NSLDS   **FA UPLOAD DOCUMENTS**

RETURN

The link will bring you to a form: Enter your student ID number, first name, and last name.

**NOTE:** If you are prompted to sign in, use email studentID@nwtc.edu

And your student password (same one used for your *my.NWTC.edu*)

Example:

123456789@nwtc.edu



Sign in

Email or phone

Can't access your account?

1. Enter Your Student ID Number: \*

Enter your answer

2. Enter Your First Name: \*

Enter your answer

3. Enter Your Last Name: \*

Enter your answer

4. FA Upload Documents \*

Submit Your 2020-2021 Verification Forms Here:

Upload file

File number limit: 1   Single file size limit: 10MB   Allowed file types: PDF, Image

Submit

- Upload pdf files of your To-Do items for Financial Aid.
- We recommend using a document scanner app like Microsoft Lens to capture a clear photo of your INK completed form.
- Microsoft Lens allows you to save as a pdf right to your phone for easy upload.

PLEASE NOTE: NO ELECTRONIC SIGNATURES ARE ACCEPTED.

Step 5: When everything is complete....

## Financial Aid To-Do List

View items on your current to do list

No current to do item information found.

When all the items on the To-Do List is complete or if no other documents are needed to complete your financial aid file, then your To-Do List will look like this. Keep monitoring your student email account for communication from the financial aid office. You will be sent an email if more information is needed or when you have a financial aid offer.