

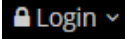




Connect to LSC Through Your E-Services

Q: What is e-Services?

A: e-Services is the system you will use to register for courses, view your bill and view your financial aid information. You can also use your e-Services to update your contact information, view your grades and print important documents, such as your interactive degree audit report and your academic record (i.e. unofficial transcript).

How to login to e-Services:

-  Go to www.lsc.edu
-  In the upper left corner of the page, hover over the  icon.
-  Select “e-Services” from the list.
-  Enter your StarID (ab1234cd) and password and click Login.
View the yellow Login Instructions page in this packet for help with your StarID

How to navigate your e-Services:



Student e-services
Dashboard
Home
Account Management
Courses & Registration
Grades and Transcripts
Financial Aid
Bills and Payment
Student Employment
Contact Us
Campus
Home
Bookstore
Faculty/Staff Directory
Lake Superior College
2101 Trinity Road Duluth, MN 55811

Dashboard

This is the first screen you see when you log into your e-Services. This will give you a snapshot of your student account, including your bill, your class schedule and your financial aid status. Be aware that you may have a hold on your account for orientation. All new students must complete a Student Orientation, Accuplacer and Registration (SOAR) session before registering for classes for the first time. See your blue Acceptance Checklist for more information on how to register for SOAR.

Account Management

Have you moved? Update your address here.

Courses & Registration

This is where you come to search for courses, build your class wish list, make changes to your registration and view your classes schedule in detail. Remember, you must complete a SOAR session before you can register for classes for the first time.

Grades and Transcripts

Here you can review your academic record, including your grades, unofficial transcript, transfer coursework and your interactive degree audit report.

Financial Aid

After completing the Free Application for Federal Student Aid (FAFSA), this is where you can view your application status. Once the FSA processors have reviewed your FAFSA, they will send it to LSC electronically for additional processing and packaging. This is also where you will come to view and print your Award Notification and request to use your federal student loans.

Bills and Payment

From this page, you can view your bill in detail for this and previous terms. You can see when payment, including financial aid, has been applied to your bill. You can also see if you will be receiving a refund from your financial aid.

Contact Us

When in doubt, give us a shout! This page will connect you via email with Financial Aid, Student Payment Office, Registrar Office and the Professional Advising Team.

e-Services and Financial Aid

What does my “Next Step” mean?



FAFSA: You have not sent your 2016 - 2017 FAFSA results to Lake Superior College. Take 15 minutes and get your FAFSA filed now at www.fafsa.ed.gov.

This means that Lake Superior College has not received your Free Application for Federal Student Aid (FAFSA) results electronically. This happens about 5 to 7 days after you submit your FAFSA on www.fafsa.gov. You may receive an email from the FSA Processors, letting you know that they have completed processing your FAFSA and will be sending the results to your chosen school(s), but this is just the beginning of the financial aid process.



Aid Application Status:

This means there are additional steps required to complete the financial aid process. Follow the link displayed in the box below this step, or click on **Aid Application Status** on the left side of the page to see your Aid Application Letter. This letter will explain what additional steps will need to be taken before you are packaged with financial aid. Do not make any corrections to your FAFSA application at this time, unless instructed to in the letter. If you have any questions after reading through this letter, please contact Financial Aid.

Don't see a letter? That means we are currently processing the information that we have and don't require anything additional at this time. Keep checking back for updates!




Ready for Official Award:

Congratulations! You have completed the financial aid process and we have begun to prepare your financial aid package. Once you have been packaged, you will be able to check back here to view your Award Notification.



Review and Respond to Award Notification:

Now that you have been packaged, you can view your Award Notification. You will use your Award Notification to do the following things:

- View the types of aid you may be eligible for, including grants, work study and federal student loans. Hover over the  icon to learn more about the different types of aid.
- Use the dropdown menu to select the amount of credits you plan to take per semester and see how this can affect your financial aid.
- If you are eligible for grants, they will automatically be accepted for you. If you are eligible for work study and wish to use it, you have the option to accept all of the work study or just a portion of the work study funding that you are eligible for.
- Some types of fees are not typically covered by your financial aid, so by accepting the Miscellaneous Charges agreement, you can use your financial aid to pay for things such as library fines, graduation fees and late fees.
- In order to submit your work study acceptance or the Miscellaneous Charges agreement, you must submit your award notification, which is done on the last page of the Award Notification.

There are some things that you *cannot* do from your Award Notification:

- You cannot “accept” your loans. If you wish to use your federal student loans, you must request to do so by clicking on the Request Loans link in your Award Notification, or by clicking on Loans on the left side of the screen. In order to process your loan request, you must complete **all** required steps.
- You cannot “accept” the PLUS loan. The PLUS loan is a loan that only parents can request to use. The loan is in the parent’s name, and they are responsible for making the repayments. Parents who wish to request the PLUS loan can find out how to do so by going to www.lsc.edu/financial-aid/loans.
- Once you submit your Award Notification, you will not be able to access it. If you need to review your financial aid package, you can do so by clicking **Estimated Awards** on the left side of the screen