HOW TO CHECK MY FINANCIAL AID AWARD SUMMARY

1. Go the the RSTC website (www.rstc.edu)
2. Click on the Financial Aid Block (Go down the page under the rolling information)
3. On the Log in Page you will log into your account from here
   a. User ID : A# (for FA you will only put the A# for the User ID, nothing but you're A#)
   b. PIN: your Six Digit Date of Birth (MMDDYY) - if you change your PIN when you log in, please remember what you changed it to
      i. If you get locked our of your account, please contact Ms. Mandy Rosensweig at mrosensweig@rstc.edu
      ii. Explain in the email that you are locked out of your FA account online and ask if she will reset your account
4. Click on the financial aid tab
5. Click on Award
   a. Account Summary by Term;
      i. Shows a detail account of what was charged to your account and the funds used to clear your account
      ii. Click on the Purple Highlighted award Term and year that you are reviewing
         1. This screen will show your detail of your account again as well as Authorized Financial Aid for that semester
6. If you are looking for your pell grant check amount- look through the details and the line that states "Refund Electronic" shows the amount of your pell grant check (this will NOT be available to see until checks are printed)

- *IF YOU GET LOCKED OUT OF YOUR ACCOUNT- Contact Ms. Mandy Rosensweig at mrosensweig@rstc.edu and explain that you are locked out of your Financial Aid account online and to please reset your PIN