Important Things You Need To Know: Paying for College
Getting Started

- MyMU is a great tool you can use to manage nearly every aspect of university life, including awareness of your financial aid status and managing your aid.

- To get started go to www.marshall.edu/mymu.

- Log in using your credentials.

- If you do not know your log in credentials click the:
  - First-time user link.
FERPA - Federal Educational Rights and Privacy Act

- We cannot release, talk, share, text, etc. specific information regarding your (the student) account without an Information Release (PROXY).

- Even if you (parent, family, friend) are paying the bill, we cannot tell you the balance owed...
Setting Up Information Release (PROXY)
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Tuition Due Dates

For planning purposes, anticipate that tuition payments will be due:

- **FALL** 2\(^\text{nd}\) week of August
- **SPRING** 2\(^\text{nd}\) week of December
- **SUMMER** Throughout May

Payment Options

- **Financial Aid** (Federal, State, Institutional, Scholarships, etc.)
- **Online** (*easiest, most convenient*)
  - American Express, Discover, MasterCard, VISA*
  - Electronic Check
- **Phone**
  - Same as Online
- **Mail**
  - Check or Money Order only
- **In Person**
  - Same as Online including check and cash

* a processing fee will be incurred for each credit/debit card payment
Navigating MyMU:

- Once logged in you will arrive at the home screen.
- Student Self-Service
  - Office 365 Email
  - MUOnline
  - MU CASHTrack
- And so much more!
<table>
<thead>
<tr>
<th>Paying Online</th>
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<tbody>
<tr>
<td>View current/outstanding balances</td>
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<td>Send messages directly to Bursar’s Office</td>
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<td>View account history by term</td>
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<tr>
<td>E-billing</td>
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<td>View payment history</td>
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<tr>
<td>Pay deposits</td>
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<td>Pay for parking permits &amp; citations</td>
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<tr>
<td>View financial holds</td>
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<tr>
<td>Parent/Guardian authorization for account access</td>
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<tr>
<td>View/print official receipts</td>
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<tr>
<td>View/print 1098-T tax forms</td>
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<td>Apply for room/board</td>
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Create New User Profile

New User ID:*:  

New User Email Address:*:  

User Pin: This will be sent to the email address entered above and must be changed on first login by the new user.

Login Status:  

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<tr>
<th>Access Type</th>
<th>No Access</th>
<th>View Only</th>
<th>Full Access</th>
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<td>Payment Access</td>
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<td>OASIS Access</td>
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<td>Messages Access</td>
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<td>Account History Access</td>
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<td>Billing History Access</td>
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<td>Permits Access</td>
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<td>Receipts Access</td>
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<td>1098T Access</td>
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<td>Enrollment Deposit Access</td>
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<td>Housing Deposit Access</td>
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* - Required

Create New Account Options:  

Create Account  Reset Account
Navigating MyMU: Viewing Your Financial Aid

- Once logged in you will arrive at the home screen.
- To view your financial aid records, click the to open the menu and select Financial Aid.
Navigating MyMU: Viewing Your Financial Aid

- You have a number of options to view within the Financial Self-Service Menu.
  - Financial Aid Status
  - Eligibility
  - Award
  - Email the Financial Aid Office
  - General Financial Aid Information

- Log into MyMU often to check the status of your aid.

Financial Aid Status.
This page provides a summary of your financial aid information and an overview of your financial aid records. Begin by clicking on the student requirements hyperlink.
All requirements must be “satisfied” or “approved” to credit your aid to your student account.

Check your Student Requirements routinely.

The blue hyperlinks are those required documents or action items you must fulfill.

Click on each hyperlink, which takes you to a web page with instructions or to a form that you download, complete, and submit.

View the processing status of your requirements here:

- “Received” means the Office of SFA received the item; “Satisfied” or “Approved” means the item has been reviewed and processed.
Accept Award Offer

- Drop down boxes are located to the right of each individual award (until you make your decision to accept or decline).

- You have the option to “accept” or “decline” your award offers. You may also partially “accept” an award by indicating a lower amount than offered.
  
  - This feature is useful if you want to accept the grants and scholarships and decline the loans.
  
  - Here you can utilize each drop down box to make individual decisions per award, then at the bottom of the page select the option to “submit decision.”

OR

- You can accept the total package by clicking the “accept full amount, all awards” option at the bottom of the page.
The Cost of Attendance provides you with your average academic year costs for planning purposes.

To view your actual tuition, fees, and other charges, click on the Student Services & Financial Aid tab.

Then click on the Account Summary by Term hyperlink.
To access the Account Summary by Term, first click on Award. Then Account Summary.

When clicking on Account Summary by Term you can view your charges for the current semester after your aid has been disbursed/deducted.

This will show you your Term Balance (refund amount or amount owed).

Keep in mind refund amounts will be displayed as negative amounts.
SAP - Satisfactory Academic Progress for Financial Aid

WWW.MARSHALL.EDU/FASAP
Final Checklist

- Enjoy exploring MyMU!
- Proxy?
- Check your Marshall Email - all the time
  - Please don’t wait until August
- Visit your MyMU portal often - stay connected
  - Please don’t wait until August
- Check for missing/required documents - complete them and turn them in!
  - Please don’t wait until August
- Don’t forget to accept your financial aid
  - Please don’t wait until August
- Check to see if you owe a balance
  - Please don’t wait until August
- Complete the FAFSA - every year (October 1)
  - Please don’t wait until August
- Go to class, study, and do well - it is up to you!
Welcome to the Marshall Family

Helpful Financial Aid Resources

studentaid.gov
studentloans.gov
NSLDS.gov
www.marshall.edu/SFA

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