# Accept, Decline, or Adjust Your Financial Aid

1. Within SOAR, navigate to the Financial Aid menu.

   ![Financial Aid Menu](image)

2. Click “Accept/Decline Awards.”

   ![Financial Aid Options](image)

3. Select the correct Financial Aid Year from the drop-down menu.

   ![Financial Aid Year Selection](image)

4. Accept / Decline Awards:
   a. Select each piece of offered financial aid.
   b. Using the Action menu, select to Accept or Decline the offer.
5. Adjust Loan Amounts:
   a. Using the Action menu, select Accept.
   b. Optional: if you wish to reduce the amount, type in an amount that is lower than the offered amount.

   ![Image of DL Unsubsidized Stafford Loan]

6. Once you’ve adjusted the financial aid as needed, click the Submit button.