Viewing, Accepting and Declining Financial Aid Award

1. Log into ucdenver.edu/ucdaccess.

2. Under the Student tab, click on Financial Aid and then click on Accept/Decline Awards

3. Click on appropriate Aid Year link. For example, the 2016-2017 Aid Year will show you the Fall 2016, Spring 2017, and Summer 2017 semesters.

4. Follow the instructions carefully to avoid processing delays.
   a. Read the instructions carefully.
b. Click the **Accept** or **Decline** box for each award.

c. The text box under **Accepted** will open allowing you to type in the amount that you want.

d. If accepting only a partial amount for fall & spring semesters, click green **update totals** button.

<table>
<thead>
<tr>
<th>Award</th>
<th>Category</th>
<th>Career</th>
<th>Offered</th>
<th>Accepted</th>
<th>Accept</th>
<th>Decline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stafford Loan - Unsubsidized</td>
<td>Loan</td>
<td>Graduate</td>
<td>20,500.00</td>
<td>10,000.00</td>
<td>✔️</td>
<td>□</td>
</tr>
<tr>
<td>Fed DL Grad PLUS Loan</td>
<td>Loan</td>
<td>Graduate</td>
<td>2,182.00</td>
<td>0.00</td>
<td>□</td>
<td>✔️</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>22,682.00</td>
<td>20,500.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Currency used is US Dollar.

- **Enrolled fall & spring semesters:** the amount that you accept will be **divided** between fall and spring semesters.
- **Enrolled spring semester only:** the amount that you accept will be for **spring only**.
- **Enrolled summer semester only:** the amount that you accept will be for **summer only**.

e. Click **Submit** button when you’re done.

5. **Once accepted or declined, you cannot change the award.** Submit the [Loan Adjustment Form](#) to increase, decrease, or cancel the award.