

# How to authorize the College Opportunity Fund stipend

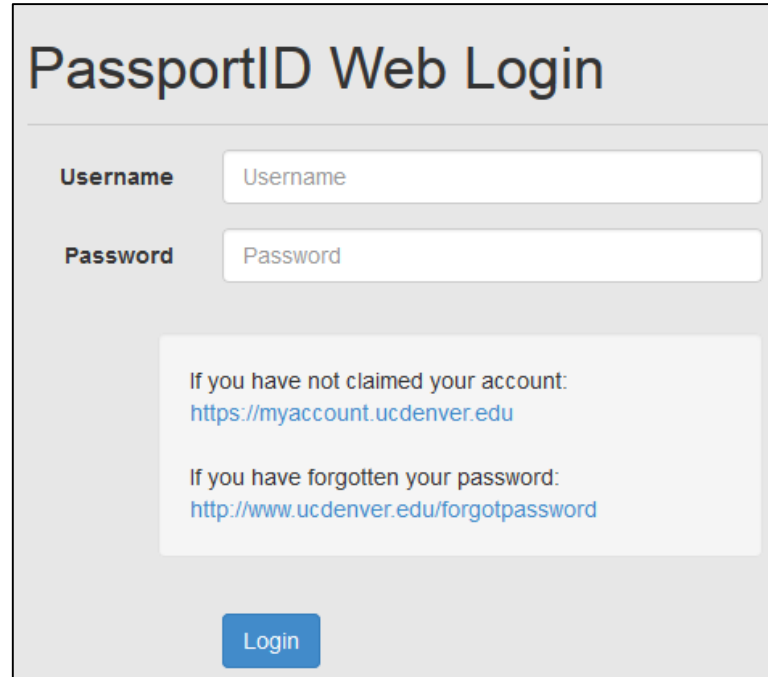
First, make sure that you've applied for COF on the College Assist website: <https://cof.college-assist.org/>

**You cannot authorize COF to your student account, until you have applied.**

It will take 2 business days from the time you apply until you can authorize (during this time, College Assist sends COF information to CU).



## How to authorize the College Opportunity Fund stipend



**PassportID Web Login**

**Username**

**Password**

If you have not claimed your account:  
<https://myaccount.ucdenver.edu>

If you have forgotten your password:  
<http://www.ucdenver.edu/forgotpassword>

Login

Log in to **UCDAccess**, <https://passport.ucdenver.edu/login.php>.

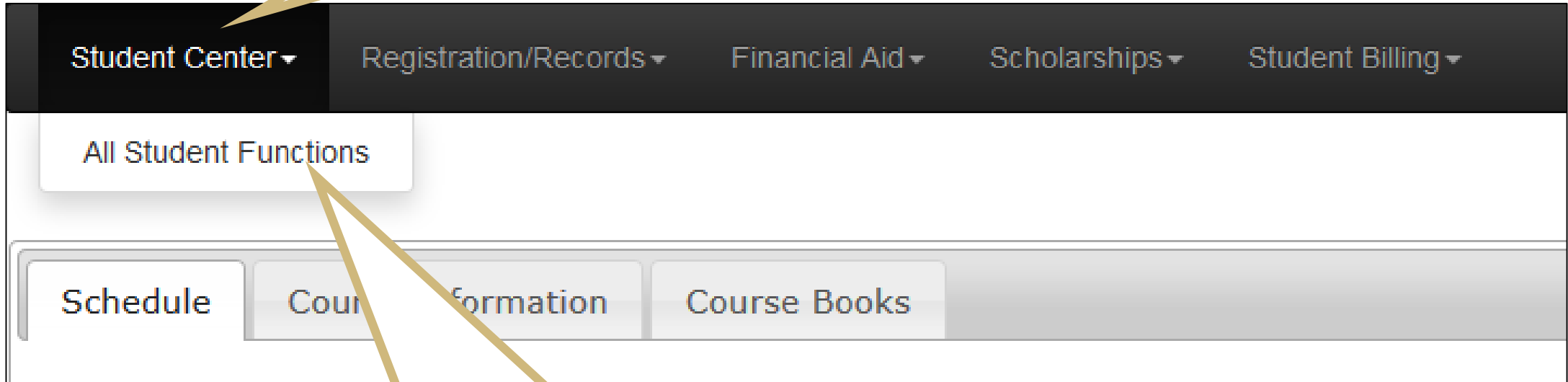


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How to authorize the College Opportunity Fund stipend

Select Student Center menu



Select All Student Functions



# How to authorize the College Opportunity Fund stipend

Select Student Account

The screenshot shows a 'Student Center' dashboard with a grid of icons. A callout box with a gold border and pointer highlights the 'Student Account' icon, which is a banknote with the number '1'. The dashboard includes the following icons and labels:

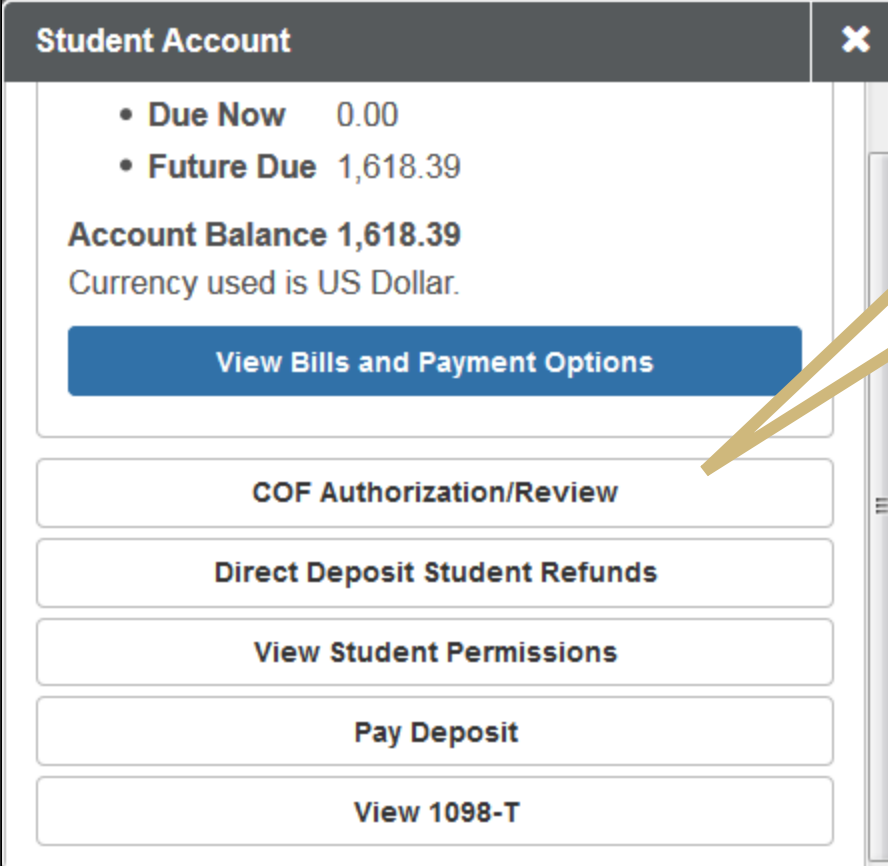
- Academics (graduation cap)
- Admissions (classical building)
- Advisor (speech bubbles)
- Class Search (magnifying glass)
- Student Account (banknote with '1')
- Financial Aid (dollar sign)
- Register for Classes (add/drop) (calendar with checkmark)
- Profile (person silhouette)
- Tasks - Holds (padlock with a red '1' notification bubble)
- Tasks - To Do's (list icon)



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**Student Account** [X]

- **Due Now** 0.00
- **Future Due** 1,618.39

**Account Balance 1,618.39**  
Currency used is US Dollar.

[View Bills and Payment Options](#)

[COF Authorization/Review](#)

[Direct Deposit Student Refunds](#)

[View Student Permissions](#)

[Pay Deposit](#)

[View 1098-T](#)

Scroll down and  
select COF  
Authorization/Review



## How to authorize the College Opportunity Fund stipend

**Post Baccalaureate Statistics**

Nearing Lifetime Max ?:

**Lifetime Maximum** 30.00

**Total Hours Used**

**Last Inquiry Date** 08/06/2015


TERM	TERM ELIGIBLE	COF TERM AUTHORIZATION	ENROLLED HOURS	COF ELIGIBLE HOURS	STIPEND AMOUNT	UPDATE AUTHORIZATION
Fall 2017	Eligible	Term Authorization	11.00			<a href="#">Update Authorization</a>
Summer 2017	Eligible	No Action Taken	3.00	3.00		<a href="#">Update Authorization</a>
Spring 2017	Eligible	Term Authorization	10.00	10.00	750.00	<a href="#">Update Authorization</a>
Fall 2016	Eligible	Term Authorization	12.00	12.00	900.00	
Summer 2016	Eligible	Term Authorization	0.00			
Spring 2016	Eligible	Term Authorization	14.00	14.00	1050.00	
Fall 2015	Eligible	Term Authorization	13.00	13.00	975.00	
			63.00	52.00		

Select Update Authorization for the appropriate term



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COF Authorization > Update Authorization > Summer 2017

 Menu

**1** STEP 1      **2** STEP 2      **3** STEP 3      **4** STEP 4

Lifetime Authorization     Term Authorization     Refused Authorization

TERM	TERM ELIGIBLE	COF TERM AUTHORIZATION	ENROLLED HOURS	COF ELIGIBLE HOURS	STIPEND AMOUNT
Fall 2017	Eligible	Term Authorization	11.00		
Summer 2017	Eligible	No Action Taken	3.00	3.00	
Spring 2017	Eligible	Term Authorization	10.00	10.00	750.00
Fall 2016	Eligible	Term Authorization	12.00	12.00	900.00
Summer 2016	Eligible	Term Authorization	0.00		
Spring 2016	Eligible	Term Authorization	14.00	14.00	1050.00
Fall 2015	Eligible	Term Authorization	13.00	13.00	975.00
			63.00	52.00	

Cancel Submit

Select Lifetime Authorization (recommended) and click Submit




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## How to authorize the College Opportunity Fund stipend

COF Authorization > Confirm Authorization Update > Summer 2017

 Menu

**1** STEP 1      **2** STEP 2      **3** STEP 3      **4** STEP 4

You have selected the following COF Authorization option:  
Lifetime Authorization  
Press Confirm if this is correct. Press Go Back to change your authorization selection.

Back CONFIRM

Click Confirm



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## How to authorize the College Opportunity Fund stipend



The screenshot shows a web interface for COF Authorization. At the top, a breadcrumb trail reads "COF Authorization > COF Authorization Updated > Summer 2017". Below this is a user profile icon and a "Menu" button. A progress bar contains four steps: "STEP 1", "STEP 2", "STEP 3", and "STEP 4". Steps 1, 2, and 3 are highlighted in gold, while Step 4 is white. Below the progress bar, the text "Your selection has been successfully submitted" is displayed. At the bottom right, there are two buttons: "COF Inquiry Page" and "Continue to Enroll".

The process is now complete.



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