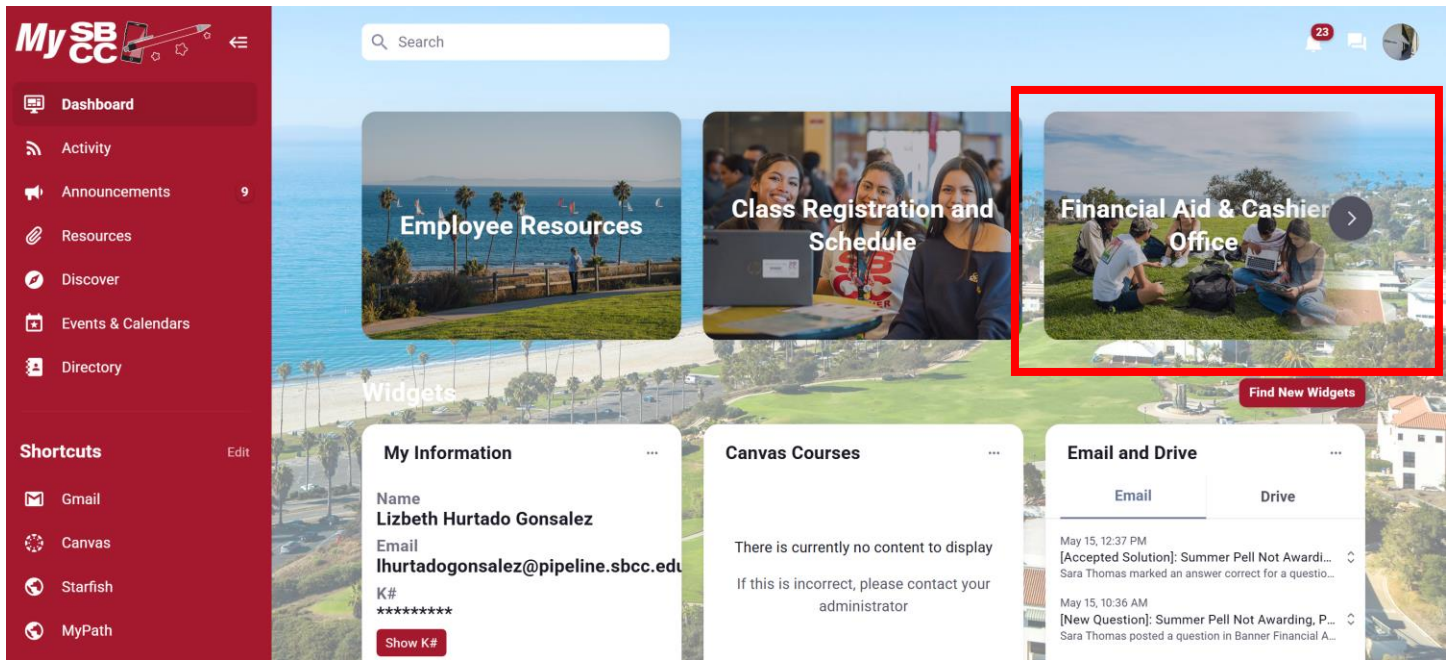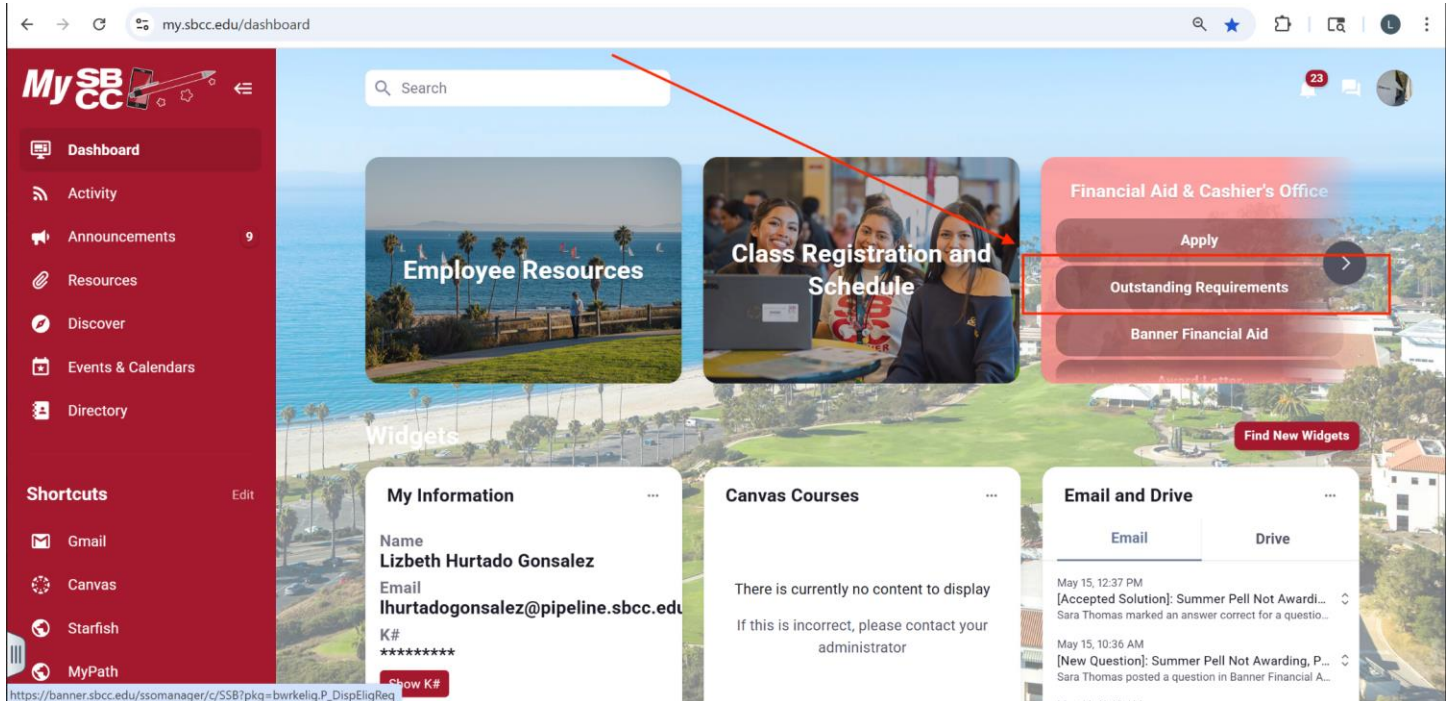# One-Time Account Creation: Step by Step Instructions

1) Log into your <u>student account</u>, and hover over **'Financial Aid & Cashier's Office'.**

2) Click on '**Outstanding Requirements**'

3) Select an aid year by clicking on the drop down arrow

SANTA BARBARA CITY COLLEGE

Personal Information | Student | Employee

Search [_____] GO

RETURN TO MENU   SITE MAP   HELP   RETURN

Aid Year

💬 Some financial aid information is determined by Aid Year (the academic year for which you are receiving financial aid).

Select Aid Year Not Applicable/No Value Found ⌄

SUBMIT

RELEASE: 8.48

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4) Click on **'Student Requirements'**

💬 The following information is based on your status with a Out of State Off Campus Budget for the Spring Semester.

💬 Federal Pell Grants or California College Promise Grants (CCPG) can be estimates. The Pell award is subject to change until the file is packaged.

💬 This is a summary of your financial aid information for the specified aid year. To obtain greater detail about any of the following summary statements, select the corresponding link.

You have unsatisfied student requirements for this aid year.

5) In the Student Requirements tab you can view Unsatisfied Requirements. Click on '**Online SAP Appeal'**

Student Requirements | Holds | Academic Progress

Unsatisfied Requirements

Requirement	Status	As of Date	Fund	Term
Cal Grant Dependent Self Certification	Requested	Sep 30, 2022		
The California Student Aid Administration has identified you as having dependent children in your household. This increases the amount of Cal Grant you are able to receive. Prior to disbursement of these funds you must self-certify your status on your Web Grants Portal.				
Direct Loan Entrance Requirement	Requested	May 03, 2010	Direct Loan Subsidized	
If you are planning on borrowing a student loan, you will need to complete online loan entrance counseling at https://studentloans.gov. Entrance counseling only needs to be done once for both subsidized and unsubsidized loans. You will still need to submit a completed Direct Loan Request Form to the SBCC Financial Aid Office.				
Financial Aid Verification	Requested	Sep 01, 2022		
Financial Aid Verification- Your FAFSA or CA Dream Act Application has been selected for verification. Please click on Financial Aid Verification above, to sign into our new paperless process.				
Online SAP Appeal	Requested	Oct 11, 2022		
To regain eligibility for financial aid, you must successfully appeal. Click on Online SAP Appeal above to complete and submit your SAP Appeal. For step by step instructions on how to appeal visit our SAP website .				

📝 The Requirements link enables you to download the form necessary to complete the specific requirement or transfers you to another page to satisfy the requirement.

Satisfied Requirements

Requirement	Status	As of Date	Fund	Term
Federal Student Financial Aid Application	Received and Satisfied	Apr 26, 2022		
SBCC Admissions Application	Received and Satisfied	May 13, 2022		
Terms and Conditions for Financial Aid	Received and Satisfied	May 19, 2022		

Select Another Aid Year

6) You will be routed to our Online SAP Appeal system. This system requires a *one-time* account creation. **When entering First Name, Last Name, Date of Birth, Social Security/DREAM ID the information must be entered exactly as it was reported on the FAFSA/CA Dream application.**

This page will automatically close and log you out in 2:17   *Required

Confirm Student Information

Information provided in the fields below must match information provided on your financial aid application - either the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application. An exact match of all 4 pieces of information to what you provide on one of these applications is required.

Why do I have to provide this?

* First name

* Last name

* Date of birth

* Social security number/DREAM ID

* Preferred email

testing@pipeline.sbcc.edu

* Confirm email

testing@pipeline.sbcc.edu

Phone Number
Provide a phone number to subscribe to mobile phone text messages for account updates.
(Standard text message charges apply)

Register Account