



# APPLYING FOR FINANCIAL AID & ACCEPTING YOUR AWARD

In order to see how much aid you qualify for at our institution, you must apply for admission first. You can do so here: <https://applymontana.mus.edu/>

**Follow the steps below to maximize aid to pay for college expenses!**

## Step 1: Fill out the FAFSA

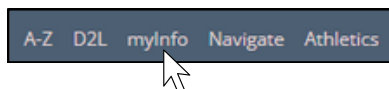
You can fill out the Free Application for Federal Student Aid (FAFSA) at: <https://studentaid.gov/>

- Don't forget to add MSU Billings (002530) to your school list.
- Please allow 7-10 business days for your application to be processed and for our Financial Aid & Scholarships Office to receive your information.

If you have any questions or need assistance, you can contact our office at:  
**MCMULLEN HALL 1st FLOOR EAST WING | 406-657-2188 | [FINAID@MSUBILLINGS.EDU](mailto:FINAID@MSUBILLINGS.EDU)**

## Step 2: Set your myInfo account password

**Once accepted for admission, you will need to set a password for your myInfo account:** You can find the myInfo portal login on the grey menu bar at the top right of the MSU Billings website (between D2L and Navigate).



**Welcome to the MSU Billings myInfo Portal.**

You must have cookies enabled on your browser.

**Log in here:**  
[Log in to MyInfo \(NetID\)](#)

If you do not know your NetID, look it up here: [NetID Lookup](#)

If you do not know your password, reset it here: <https://password.msubillings.edu>

- You will need your NetID (Ex: a11b222) to access your account.
- If you forgot or don't know your NetID, you can recover it here: <https://www3.montana.edu/netidclaim/>
- If you have not yet set your password, you can find instructions here:  
<https://www.msubillings.edu/logons/stepbystep/PasswordResetportal.htm/>

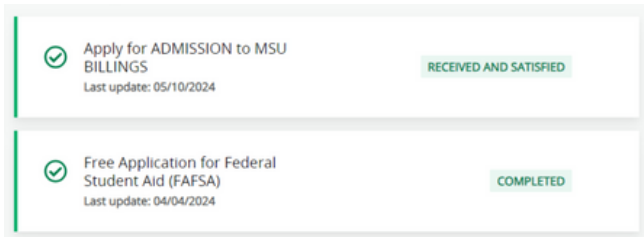
Assistance is available at MSUB Helpdesk: **LIBRARY 1st FLOOR | 406-247-5755 | [SERVICEDESK@MSUBILLINGS.EDU](mailto:SERVICEDESK@MSUBILLINGS.EDU)**

## Step 3: Fill out our scholarship application

You can fill out MSU Billings General Scholarship Application at:  
[https://msubillings.academicworks.com/users/sign\\_in](https://msubillings.academicworks.com/users/sign_in)

# Step 4: Accepting Your Financial Aid Award

Once our Financial Aid & Scholarships Office has packaged your award, you will see this in your myInfo account in the Financial Aid tab. Next, click the **Financial Aid** option. This will open in a new window.



Type	Fall 2024	Spring 2025	Amount
Federal Pell Grant	\$1,849.00	\$1,849.00	\$3,698.00 ACCEPTED
	\$1,849.00	\$1,849.00	\$3,698.00
			-\$3,698.00

If we have everything we need to process your aid, it will say **received and satisfied** and **completed**.

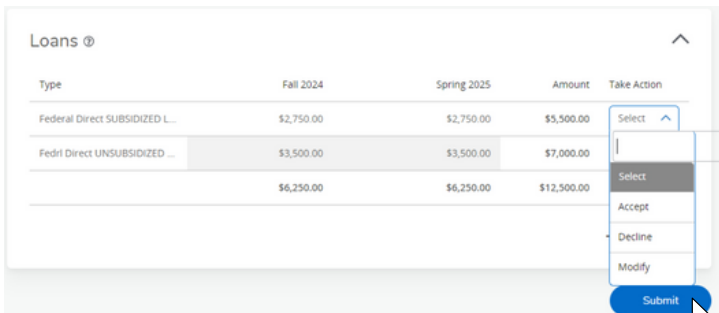
- If we need any additional documentation to package your aid, this will show here.

If your package is ready, you will be able to see any scholarships or grants available to you for financial aid in the Offer tab which are in a default **"Accepted"** status.

*Who doesn't want free money!*

**Any loans offered to you will show towards the bottom of this page:**

Click "Select" then **"Accept"** or **"Decline"** -- or **"Modify"** to accept a partial loan.



*Only borrow the amount you need*

*Be sure to click "Submit" once you've selected your loan amount*

**Next, you will need to read over the Terms and Conditions.**

Check the box indicating you accept. You can now **"Accept Award."**

I acknowledge these terms and conditions.

Accept Award

*Need additional aid?*

You can find the request for Work Study form here under **Other Forms**:

<https://www.msubitllings.edu/finaid/forms.htm>

*Your financial aid is now available to be applied towards your bill, see the "Paying Your Bill & Confirming Attendance" guide next!*