

LINK FINANCIAL AID

AWARD PACKAGING MODULE



FAPK-110 Change the Status of a Fund

General Description:

This procedure explains how to change the status of a fund.

Responsible Manager: Director of Financial Aid

Related Forms:

RPAAWRD Award Maintenance Form

Related Procedures:

UNM-100 Search Three Times

The procedure begins on the next page.

PROCEDURE

1. From the direct access field of the main menu, type RPAAWRD and press enter. Do NOT click on the magnifying glass.

- 2. **ID:** Required. Type the student's Banner identification number.
- 3. Correct student found?
 - a. If yes, continue.

b. If not, go to UNM-100 and locate the correct student.

4. Select "Next block."

🧟 Award For	m Mainter	nand	e R	PAAWRD 6.8	B (INTG)						
Д	vid Year:	060)7	ID: 100)846756 Ka	lie Anne Kap	lan		6		
Summary Information											
Budget	: 16,8	44.0	0 0	rp: RUI3A	F Pell EF	•c	EFC (Gross Need	Unmet N	eed	
Res:		.0	0			0 FM:	.00	16,844.00	4,42	2.00	
Ofrd:	12,43	22.0	⁰ F	Prd: FASP		IM:					
Sub Loan Excl Amt:											
					Fund Awar	ds					
	Stat					Declined/	Memo'd/		Ovrd		
Fund	Code	Lk	Sys	Offered	Accepted	Cancelled	Authorized	Paid	Ind		
(A23085)	ACCP	N	s	1000.00	1000.00				_	-	
ANMVVS	ACCP	Ν	S	4000.00	4000.00				-		
ASEOG	ACCP	N	s	1000.00	1000.00				-		
ASSIG	ACCP	Ν	S	2372.00	2372.00				-		
XPELL	ACCP	Ν	s	4050.00	4050.00				-		
									~	⊡	
Award Totals: 12422.00 12422.00				12422.00	.00	.00	.00	Ovrd?			
Fund Description: SFAO			SFAO UNM (∋rant II		Info	Access: 🔽				

- 5. **Fund:** Required. Click on the fund you want to change.
- 6. Use tab once to activate the **Stat Code** field.
- 7. Stat Code: Required. Type in status code or double click in field to access a list of values for the field.
 - a. If using the list of values double click on the status to bring it back to the stat code field.
 - b. If the FAO must cancel an award (eg: due to an over award) select CANC (cancel).
 - c. If the student indicates they do not accept an award select DECL (decline).

🩀 Award Status Validation Form RTVAWST 5.0 (INTG)										
						Info	Activity			
Status	Description	Offer	Accept	Cancel	Decl	Access	Date			
ACCP	Accepted						31-MAY-2005	4		
CANC	Cancelled			V			02-NOV-2005			
DECL	Declined				$\mathbf{\nabla}$		02-NOV-2005			
EST	Estimated	V					28-JUN-2005			
OFFR	Offered						31-MAY-2005			
		Г	Γ	Г	Γ					
		Г			Г					
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7. Select "Save" 🔛

8. More changes?

a. If yes, return to step 1.

b. If not, select "Exit"

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