Instructions to Accept/Decline your Financial Aid Awards

To receive **payment of your financial aid awards** you must accept the **Terms and Conditions** that are posted on the "Accept Award Offer" page in MyCCC.

Pell Grant and SEOG are federal grants that do not require "acceptance" but you must still accept the **Terms and Conditions** to receive these awards.

If you have been awarded **Federal Work-Study and/or Federal Direct Loan**, you must accept or decline those awards. You can accept the full amount or a partial amount of the award. You may want to consider this when determining the amount of Direct Loan you will need for the academic year. In most cases there are additional requirements that you must complete each year for Direct Loan. Direct loan processing will be delayed if you fail to complete any additional requirements.

To get started:

Step 1: Sign into your MyCCC account at myccc.corning-cc.edu

> If you are unable to log in or are having difficulty with MyCCC, please contact the
> CCC Help Desk at (607) 962-9555 for assistance.

Step 2: Click on   located on the upper right side of the page.

Step 3: From the main menu select "**Student & Financial Aid**".

Step 4: From the next menu select "**Financial Aid**" and then select **"Award"**

Step 6: Click on "**Accept Award Offer**" – you will be prompted to enter the award year that you want to access.

Step 7: Review the information on each tab. Select the "Terms & Conditions" tab. **You must accept the Terms & Conditions to be able to accept your awards. This Is required for all federal aid including Pell Grant.**

Step 8: Once you have accepted the **Terms & Conditions** you can access the "**Accept Award Offer**" tab and:

1. Choose "Accept" or "Decline" for each fund.

2. To **accept a partial amount** select "Accept" and enter the amount in the "Accept Partial Amount" field.

3. Click "**Submit Decision**" after you are finished.

Step 9: Follow instructions to complete any additional requirements for Direct Loan that are listed on the
"**Accept Award Offer**" page.

Step 10: If a NYS TAP award is listed and your award is "estimated", be sure to link to HESC website (www.hesc.ny.gov) to
check the status of your award. You may have to complete an additional application to receive
these funds if you have not already done so.

Need assistance? Contact our office at (607)962-9875 or eacenter@corning-cc.edu.