

Award Summary

1.	Click the Financial Aid link. 
2.	Click the Awards link. 
3.	Click the View Term Award Summary link. 
4.	Enter the desired information into the ID field.
5.	Enter the desired information into the Aid Year field.
6.	Click the Search button. 
7.	Click the Collapse (Ctrl+Y) Menu button. 
8.	This page displays information for each award for the full Financial Aid Year.
9.	Click an entry in the Award Detail column. 
10.	This page displays information for each award by term.
11.	Click the Return link. 
12.	Click the Award Term Summary tab. 
13.	This page displays awards for a specific term.
14.	Click the Show next row (Alt+.) button. This will display award information for other terms in the Financial Aid Year. You can also click the View All link to view all terms. 
15.	Click the Return to Search button. 
16.	End of Procedure.