



How to: Accept/Decline your Awards Online

Saint Martin's Online Financial Aid Portal

All students are given an account to access their financial aid offer online. An email notification is sent to you with login information to create or login to your account. The portal is used to view your financial aid offer for the academic year, view disbursements, and view any missing documents.

Each year students are required to accept/decline their awards to notify the Office of Financial Aid which awards they would like to accept or decline.

1. If it is your first time into this site, follow the instructions on the main login page. If you are a returning user, login to your Financial Aid Portal using your Saint Martin's Student ID # without the "P" and the password you created.

2. Once logged in, click the top left dropdown menu and select "accept/decline awards".

Office of Financial Aid

Old Main 250

Phone: 360.688.2150

e: finaid@stmartin.edu



- On this page, carefully review each award and select the drop-down button on the far right under “status” and make your selection of accept or decline. Any awards kept at pending will prevent the rest of the accepted awards to be applied towards your student balance.
- Make sure to click submit on the bottom left.

Accept/Decline Awards

Your Resource Information

Resources	Amount
No data to display	
Total Resources	\$0.00

Your Awards

Award	FALL 23	SPR 24	Total	Message	Status
Chancellor's Scholarship	\$10,000.00	\$10,000.00	\$20,000.00		Pending
Visit Scholarship	\$250.00	\$250.00	\$500.00		Pending
Alum/Friend Refer Schol	\$500.00	\$500.00	\$1,000.00		Pending
Total	\$10,750.00	\$10,750.00	\$21,500.00		

[Decline All](#) [Accept All](#)

[Submit](#)

- You are now done with viewing your awards. Do note that if you initially select decline to any awards can be reversed after you fill out an award change form in the Office of Financial Aid.

When to request for a password reset

- You forget your account security question's answer
- You receive an error code and told to contact the system administrator
- You are locked out after multiple attempts to input your password

How to request for a password temporary pin

- Email Finaid@stmartin.edu with subject line: “Your Student ID #_ Financial Aid Portal Password Reset”
- Call: 360-688-2150 or text: 360-995-1008 to request for a temporary pin

If you have any questions, contact the Office of Financial Aid, Finaid@stmartin.edu or 360-688-2150.

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