



Enrollment Certification – National Student Clearinghouse

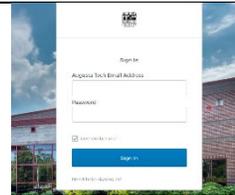
1. Go to the Augusta Tech Main page and click SmartWeb in the upper right corner.



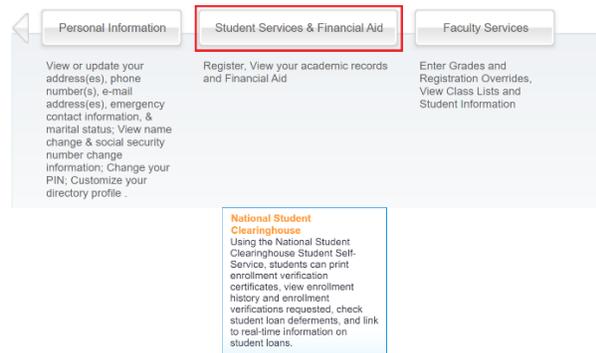
2. Select BannerWeb on the Green menu bar or from the yellow tabs along the right side of the screen.



3. Log in with your student email and password (i.e. - userID@smartweb.augustatech.edu).



4. Select Student Services and Financial Aid, then click National Student Clearinghouse from the options that appear.



5. Log in using your student userID and password.



6. On the Student National Clearinghouse page select either the current term or all terms.



Click the link in the bullet point above the radio boxes to download the Enrollment Certification form.

7. If you get an error when clicking the link, you will need to submit the [Certification Request form](#) to Student Records.

