

Financial Aid Office 3200 Augusta Tech Dr. Augusta, GA 30906 706.771.4149 706.771.4034 (Fax) www.augustatech.edu

## How to Confirm Receipt of Required Documentation

- 1. Sign onto **SmartWeb**.
- 2. Click on **Banner Web** tab on top of page.
- 3. Click on the **Student Services and Financial Aid** tab.
- 4. Click on the option *Financial Aid*.
- 5. Click on *My Eligibility*.
- 6. Click on *Student Requirements*.
- 7. Select the aid year (*current aid year*), then click *Submit*.
- 8. Depending on the type of financial aid, a standard set of requirements may need to be met to obtain the aid you are qualified for. Any requirements you have yet to meet are listed under **Outstanding**, and are coded **Required**. Any requirements you have satisfied display under **Completed**. Please contact the Financial Aid Office to obtain any forms you may need to complete your application.

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