Purpose

This tutorial provides guidance on determining which documents are required to complete the Financial Aid application process.

Step 1

Go to your myGSU Portal homepage. Log in to the portal using your GovState username and password.
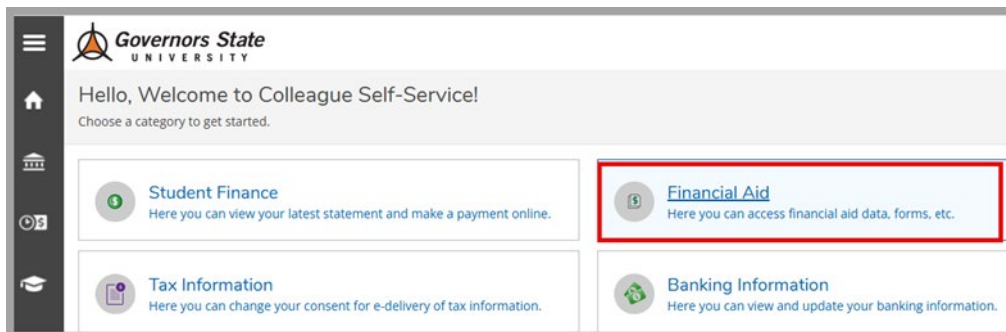
Step 2

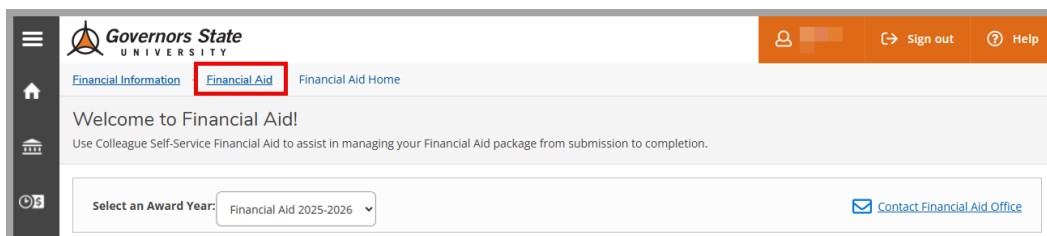Click the **Self-Service Button**.

Step 3

When the Self-Service menu opens, click the **Financial Aid link**.

Step 4

The Financial Aid Self-Service homepage will open.

Step 5

On the right-hand side of the homepage, you can find **Financial Aid Resources**. Depending on the size of your screen, you will find **Financial Aid Resources** either on the lower right side of the page or as a tab at the top, along with Checklist, Financial Aid Counselor, and Pell Lifetime Eligibility Used.

Or

Step 6
To get to Required Documents, click the **Financial Aid tab** at the top of the page. A dropdown will appear.
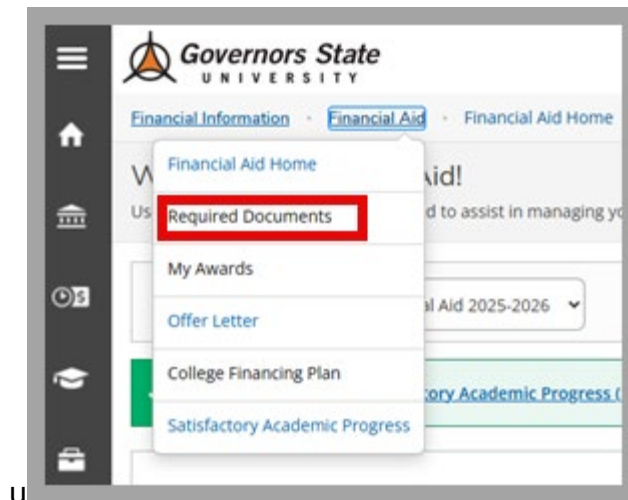
Step 7
Choose **Required Documents** from the dropdown.

Step 8
The **Required Documents** page will open in a new window. Each item listed requires your attention and must be completed to be considered for Financial Aid. Select the links within the list to access the corresponding forms or information needed to fulfill each requirement.

If you have any questions, please contact the Office of Financial Aid & Scholarships.

Contact the Office of Financial Aid & Scholarships:
- Phone: 708.534.4480 or ext. 4480
- Email: faid@govst.edu