

Financial Aid E-Guide

Office of Scholarship and Financial Aid
4001 W. McNichols Road

Enter User Name & Password

Click Login

Click on Student Profile

Click on , listed requirements or the loan funds will not pay out to your account.

Have your Financial Aid Refund Direct Deposited

Log on to <http://my.udmercy.edu>

Click on Personal Profile

Click on Direct Deposit

Type in the routing number for your bank and your account number

Check either Savings or Checking

Click Submit

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check will be mailed to your address as listed on Self Service.

Get Proof of Enrollment

Log on to <http://my.udmercy.edu>

Click on Self Service

Click on Student

Click on Student Records

Click on National Clearing House (NCH)

You will be re-directed to the

Click on Students and Alumni (top of page)

Click on Verify Current Enrollment

Enter your personal Information

Print your Proof of Enrollment

View Your Account Balance Online

Log on to <http://my.udmercy.edu>

Click on Student Profile (under self service-student)

Click on Student Account (left hand side)

Click on Account Summary

Under Account Summary there is a dropdown menu

Select View by term

Borrow a Private Loan

Go to <http://www.udmercy.edu>

Click on Students, in the upper right-hand corner

Make a Payment Online

Log on to <http://my.udmercy.edu>

Click on Student Profile

Click on Student Account (Under Additional Links)

Click on Pay Now (CashNet)

Click on Make a Payment, Add and Enter Amount

Click on Continue (at bottom of the page)

Select a payment method

Please note- A convenience fee of 2.75% will be added to all credit/debit payments. We are able to accept Mastercard, Discover, American Express and Visa. There will be no fee for payments made online and in person using your bank account (checking or savings). All credit/debit payments must be made online.

Obtain your FSA ID

Log on to studentaid.gov

Select Apply for Aid at top, and select Filling out the FAFSA form

Create a username and password and enter your email address

Enter your name, date of birth, Social Security number, contact information, and challenge questions and answers

If you have a Federal Student Aid PIN, you will be able to enter it and link it your FSA ID. You can still create an FSA ID if you have forgotten or do not have a PIN

Review your information, and read and accept the terms and conditions

Confirm your email address using the secure code, which will be sent to the email address you entered when you created your FSA ID. Once you verify your email

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