LSU Health SHREVEPORT

Know Where to Go: Student Reference Guide



Creating Cost of Attendance

Admissions

Each school's Admissions Office confirms the expenses related to each program.

Student Financials

The Admissions Office sends the figures of the expenses to the Student Financials Office to confirm the budgets.

Bursar

The Office of the Bursar will provide an invoice outlining all charges to the student's LSUHS e-mail account each academic term of enrollment.

Student Financial Aid

The Office of Student Financial Aid develops and maintains the Cost of Attendance forms for each program that displays a breakdown of expenses for the academic year by term.

The Financial Aid Awarding Process



Students must complete enrollment requirements and electronic aid documents to be eligible for federal aid funding. By completing the 5 Steps for Financial Aid, students can confirm all requirements have been completed.

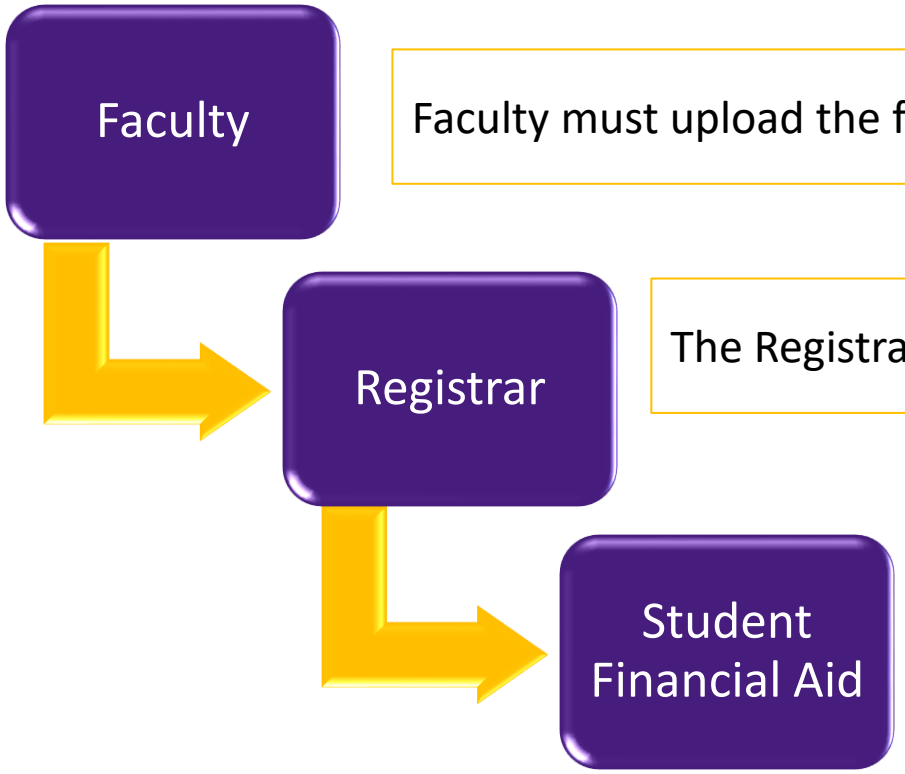


The Office of Student Financial Aid will review the completed requirements and determine if anything is outstanding by creating "To-Do" checklist items for students to review in the PeopleSoft Student Self-Service Portal.



The Office of Student Financial Aid will post the aid offers to the Student Self-Service Portal once checklist items are complete and submit an electronic notification to students' LSUHS email accounts indicating the aid offer is available to accept, reduce, or decline in the Student Self-Service Portal.

Satisfactory Academic Progress (SAP) & Continuing Eligibility Review



Faculty must upload the final grades of students at the end of each term.

The Registrar will update the final grades to students' accounts in PeopleSoft.

The Office of Student Financial will review grades and complete a SAP evaluation to determine if students are eligible to receive financial aid the following term. The Office of Student Financial Aid may be contacted regarding the SAP Policy, evaluations, and appeals.

Payment Processing and Disbursements

Students

To review billing and process electronic payments, students may go to the Student Center in the Student Self-service Portal.

Bursar

Payments are due to the Office of the Bursar on the first day of class. Students may contact the Bursar's Office regarding billing and payment assistance.

Student Financial Aid

Financial aid, scholarships, and waivers will be processed during the disbursement process. The Office of Student Financial Aid will initiate the disbursement process and provide the Bursar with a roster of financial aid information to process for disbursement, authorizing the release of funds.

Bursar

The Bursar will begin processing disbursements to students' accounts on the 2nd day of class, which may take up to 14 business days to complete.

BankMobile

Once disbursements have been completed on students' accounts, credit overages or refunds will be processed to students' selected payment preferences via BankMobile.

Student Reference Sheet

Cost of Attendance- https://www.lsuhs.edu/admissions/student-financial-services/student-financial-aid/cost-of-attendance

Tuition and Fees- https://www.lsuhs.edu/admissions/student-financial-services/bursar/~board/bursars-office/post/tuition-fees

Billing- https://www.lsuhs.edu/admissions/student-financial-services/bursar/~board/bursars-office/post/billing

Payments- https://www.lsuhs.edu/admissions/student-financial-services/bursar/~board/bursars-office/post/make-a-payment

5 Steps to Complete the Financial Aid Process- https://resources.finalsite.net/images/v1682716342/lsuhscshreveportedu/azs3ejmyuhzuz39hurs0/5StepstoCompleteFinancialAid.pdf

SAP Policy-https://www.lsuhs.edu/admissions/student-financial-services/student-financial-aid/satisfactory-academic-progress-and-conditions-of-aid

Disbursements- https://www.lsuhs.edu/admissions/student-financial-services/student-financial-aid/disbursements

BankMobile- https://www.lsuhs.edu/admissions/student-financial-services/bursar/~board/bursars-office/post/refunds

Student Self-Service Portal- https://remote.lsuhsc.edu/dana-na/auth/url_default/welcome.cgi

Scholarships and Waivers- https://www.lsuhs.edu/admissions/student-financial-services/student-financial-aid/undergraduate-aid/scholarship-and-fee-waivers