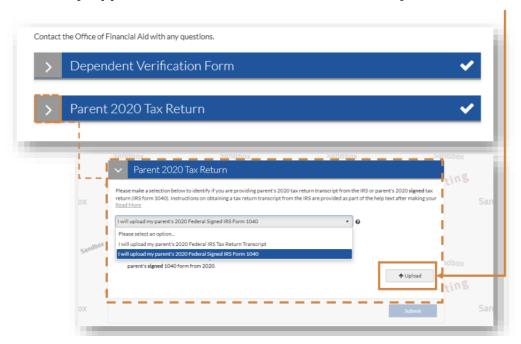
## HOW TO UPLOAD DOCUMENTS



Step 1: After logging into your Student Forms account and reviewing your tasks, click the <u>Upload</u> button to the right of a task that requires a document to be uploaded.

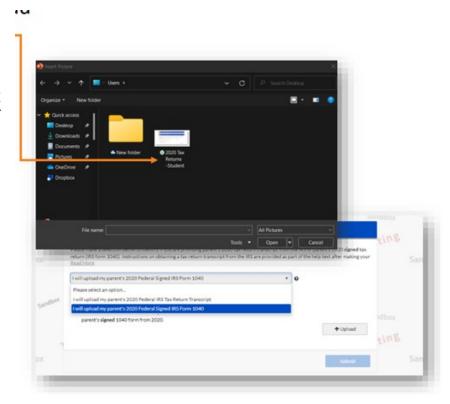
This button will only appears when documents are necessary.



Step 2: Select the image or file you'd like to upload

Hint: save required documentation on your computer or any device prior to completing this task.

Step 3: Preview what you've uploaded. If you need to upload additional images or files click Add Page(s), and if you don't, click No



## HOW TO UPLOAD DOCUMENTS

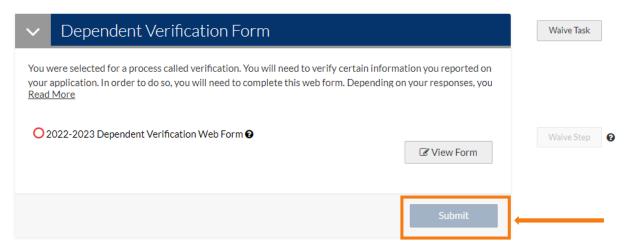


## Step 4: Click Submit if all images or files have been uploaded to complete the task

## Welcome!

Below is the list of items the Office of Financial Aid needs you to complete for the financial aid verification process. Click on any section to view the detailed list of requirements.

Contact the Office of Financial Aid with any questions.



Step 5: Click Finish to finalize your submission



\*\*\*After clicking the Finish button, your documents will be submitted for review. If you need to resubmit documentation and/or if additional documentation is needed, you would also receive a notification to the email address on file.