

Mountwest Community and Technical College Financial Aid Office

To view and accept the award offer:

- Log into your MyMCTC
- Username: 942xxxxxx
- PIN (your 6 digit birth date.)
- Click Student from the menu
- Click Financial Aid from the menu
- Click Award from the submenu
- Click Award for Aid Year
- Select year 2015-2016
- Click Submit
- Click the last TAB to the Right
- Accept Award Offer

Options for Accept Award Offers include:

1. Accept the full award amount by clicking
Accept Full Amount of All Awards.

2. Choose Decline or Accept for each fund.
OR

3. Accept a partial amount by selecting Accept and entering the amount in the Accept
Partial Amount field.

Click Submit once all funds have been accepted or declined

Do not use the "undecided" option, it may cause a submission failure

To view billing amount information:

- Log into your MyMCTC
- Username: 942xxxxxx
- PIN (your 6 digit birth date.)
- Click Student from the menu
- Click Financial Aid from the menu
- Click Award from the submenu
- Select Student Account from the submenu
- Select Account Summary by Term from the current menu

The top section of the page will be the most recent billing information.

You will see all your tuition and fees along with any financial aid or other payments that have been made to your account.

At the bottom of this each section, it will show any current amount due.