

West Virginia State University
Office of Financial Aid and Scholarships

Login to [MyState](#):

- Use your Student ID number (your 'A' number) as your username. Your student ID begins with a "A". **You must use a capital letter A.**
- Your eight-digit date of birth will be your password if this is your first time logging into your MyState account, otherwise, it will be the password you created.

To review your award offer information:

- Click on the [Student & Financial Aid Link](#)
- Click on the [Financial Aid Link](#)
- Click on the [Award Link](#)
- Click on [Award for Aid Year](#) Link
 - Select the 2025-2026 Aid Year
- Click on [Accept Award Offer](#) Link
 - Accept or Decline all funds that show in the "offered" status
 - Click Submit once all funds have been accepted or declined
 - **Do not use the "undecided" option, it may cause a submission failure**

Financial Aid Offer Information

- If you need to accept student loans, you may choose to accept the full amount or you can choose to accept less than the offered amount.
 - If you accept student loans and are a first time loan borrower at WVSU, you are required to complete [Entrance Counseling https://studentaid.gov/entrance-counseling](https://studentaid.gov/entrance-counseling) and sign a [Master Promissory Note https://studentaid.gov/mpn/](https://studentaid.gov/mpn/).
- All financial aid amounts are initially made for **full time enrollment** for both **fall and spring**.
- We reserve the right to modify your financial aid offer at any time due to changes in your financial eligibility as a result of any of the following:
 - Incorrect information supplied on the Free Application for Federal Student Aid (FAFSA)
 - Changes in your enrollment, residency, or degree program
 - Changes in the availability of funds
- Financial aid amounts are not valid for students who are unable to register due to a prior bill or for students on financial aid suspension.
- All students are required to read, understand, and meet standards of Satisfactory Academic Progress. Detailed information is available on WVSU's [website](#).

To view billing amount information:

To view your bill:

- Click on the [Student & Financial Aid Link](#)
- Click on the [Student Records Link](#)
- Select [Account Summary by Term](#) from the current menu

The top section will be the most recent billing information. You will see all your tuition and fees along with any financial aid or personal payments that have been made to your account. At the bottom of this each section, it will show that semester's current amount due if any. Tuition and fees will be assessed to student accounts by mid-July for the Fall Semester.

Direct Loan Borrowers

If this is your first time borrowing a Direct Loan, you must complete the Entrance Counseling and sign a Master Promissory Note (MPN). Follow these instructions to complete the requirements.

Go to <https://studentaid.gov/>

Select the **Log In** button

- Enter your FSA ID Username or E-mail Address and FSA ID Password
- Click “Log In”

Entrance Counseling

***If you have already completed entrance counseling for another college, select the option to “View Your Documents” on the bottom right side of the page, Select Loan Counseling, and then under the Sub/Unsub Entrance Counseling select “Notify Additional School”. Find the school then click “Submit”. ***

Under the “COMPLETE AID PROCESS” tab, select “Complete Entrance Counseling”

- Read the information then select the “START” button
- In the Add School To Notify box Select from the drop down menus the School State and Name
 - School State: West Virginia
 - School Name: West Virginia State University
 - Click the “Add School” button
- Under the Select Student Type area, select I am completing entrance counseling to receive Direct Loans as an undergraduate student.
- Click “Continue”

There are several sections to the Entrance Counseling, read each section and answer the question(s) that follow each. The questions are in the green “Check Your Knowledge” boxes. (Every time you answer a question, it will tell you if your answer is correct.) If the webpage will not let you continue on, be sure that you have read all parts, answered all questions and completed all the interactive areas.

Master Promissory Note (MPN)

Under the “COMPLETE AID PROCESS” tab, select “Complete a Master Promissory Note”

Select “START” for the **Subsidized/Unsubsidized Loans MPN**

- Fill in Personal Information
 - Select from the drop down menus the School State and Name
 - School State: West Virginia
 - School Name: West Virginia State University
 - Click “Continue”
- Fill in Reference Information
 - Click “Continue”
- Review ALL information for accuracy (“Edit” if incorrect)
 - Click “Continue”
- Read ALL Information and check the small box stating you have reviewed the information
 - Enter your name and click “SIGN & SUBMIT”