

Walsh University Student Self Service Guide (Cavalier Center)

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How to Access the Cavalier Center

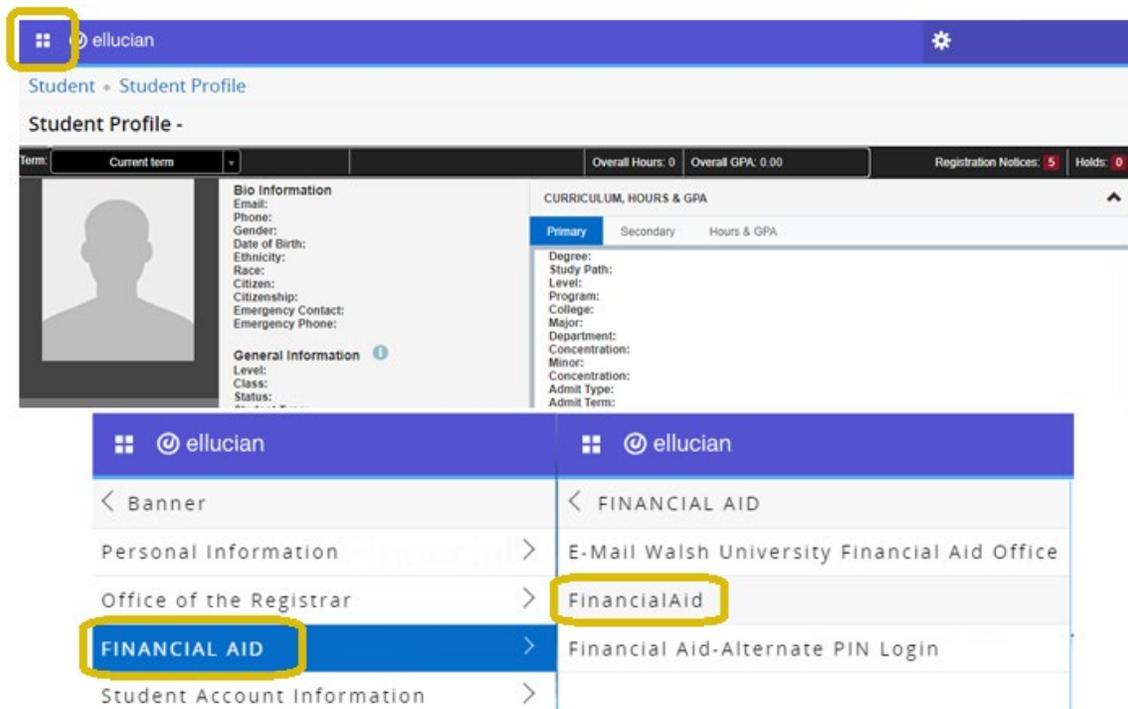
You may access the Cavalier Center via the main Walsh website, select MyWalsh from the top right corner, then select Cavalier Center from the top right corner. After selecting Students, you will be prompted to login. Direct link: <https://portal.walsh.edu/resources/its/cav-center/>



Financial Aid

After logging in, you will be taken to the Student Profile landing page. To navigate to the Financial Aid pages, you will need to select the waffle-shaped squares in the top left corner to open the navigation menu. Click on Banner, then select Financial Aid, then Financial Aid again.

The Financial Aid section of the Cavalier Center will allow you to view financial aid awards, financial holds (which may prevent funds disbursing on your account), and missing document or action requirements.



Home

On the Home page you will see any unsatisfied or satisfied requirements. Items or actions may include accepting/declining offered aid, documents for federal verification, promissory notes, or entrance counseling. You may have to change the award year from the drop-down menu at the top, depending on the time of year.

You may also access quick links for Walsh Financial Aid forms, FAQs, and StudentAid.gov located at the bottom of the page.

The screenshot displays the 'Financial Aid' dashboard. At the top, there is a navigation bar with the title 'Financial Aid' and an 'Award Year:' dropdown menu. Below the navigation bar are several menu items: 'Home', 'Award Offer', 'Financial Aid History', 'Resources', 'Notifications', 'Satisfactory Academic Progress', and 'College Finan >'. The main content area is divided into two sections: 'Student Requirements' and 'Unsatisfied Requirements'. Under 'Unsatisfied Requirements', there is a single entry with a yellow warning icon and a 'REQUIRED' label with a dropdown arrow. Below this is the 'Satisfied Requirements' section, which contains one entry with a green checkmark icon and a 'SATISFIED' label. At the bottom left, there is a 'General Links' box with the following links: 'Download Forms', 'Financial Aid FAQ', 'Walsh Financial Aid Website', and 'StudentAid.gov'.

Award Offer

Students are able to accept or decline award funds offered on the Award Offer tab. Scholarships and grants are automatically accepted, while loan funds or federal work study options will require action from the student.

Once you are on the Award Offer page, you are able to accept or decline any loan funds or work study that may have been offered. It is important to keep in mind that the amounts listed are for the entire financial aid year. For any items that need action, a drop down box will show under the 'take action' column. The options are accept, decline, or modify. Accept or decline options apply to the full amount, while selecting modify will allow students to accept a partial amount.

Students receiving any type of financial aid for the first time at Walsh will have to accept the Terms & Conditions by viewing their award and clicking "Confirm". The Terms & Conditions box will pop up if you have not previously accepted the terms. You will mark that you acknowledge the Terms & Conditions, then accept your award offer based on your drop-down selections.

If you wish to print your Award information, you can use the printer icon in the upper right-hand corner.

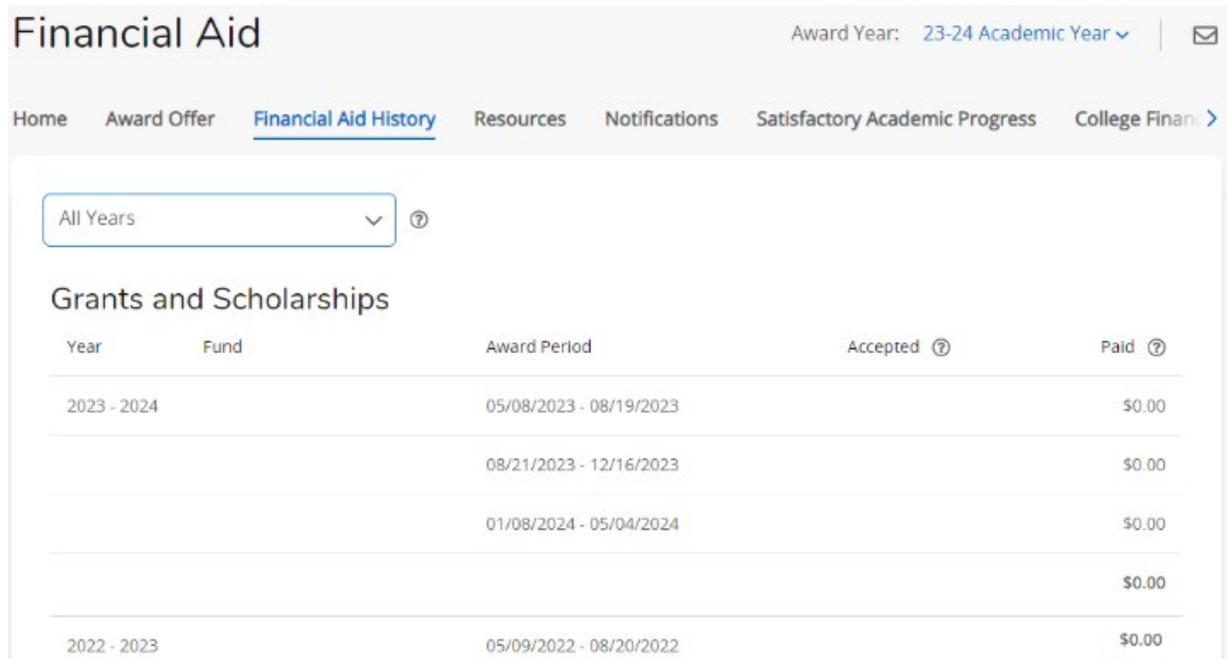
The screenshot shows the 'Financial Aid' dashboard. At the top, there's a navigation bar with 'Award Offer' selected. Below it, a message states: 'This is your Financial Aid Award Offer. Please review the information below and accept the offer by clicking the "Confirm" button at the bottom of this page.' The main section is titled 'Grants and Scholarships to Pay for College' and contains a table with columns for 'Type', 'Fall', 'Spring', and 'Amount'. The first row shows '\$' for both Fall and Spring, with the Amount column displaying '\$ ACCEPTED'. A 'Confirm' button is located at the bottom right of the table area.

Three callout boxes are overlaid on the screenshot:

- Terms and Conditions:** A modal box with a close button (X) and a checkbox labeled 'I acknowledge these terms and conditions.' Below the checkbox is an 'Accept Award' button.
- Amount:** A callout pointing to the 'Amount' column in the table, showing a '\$' symbol and a 'Select' dropdown menu.
- Take Action:** A callout pointing to the 'Take Action' column, showing a 'Select' dropdown menu with options: 'Select', 'Accept', 'Decline', and 'Modify'.

Financial Aid History

To view your financial aid history, select the appropriate award year from the drop down. You can also select all years to see your award history for each year at Walsh.

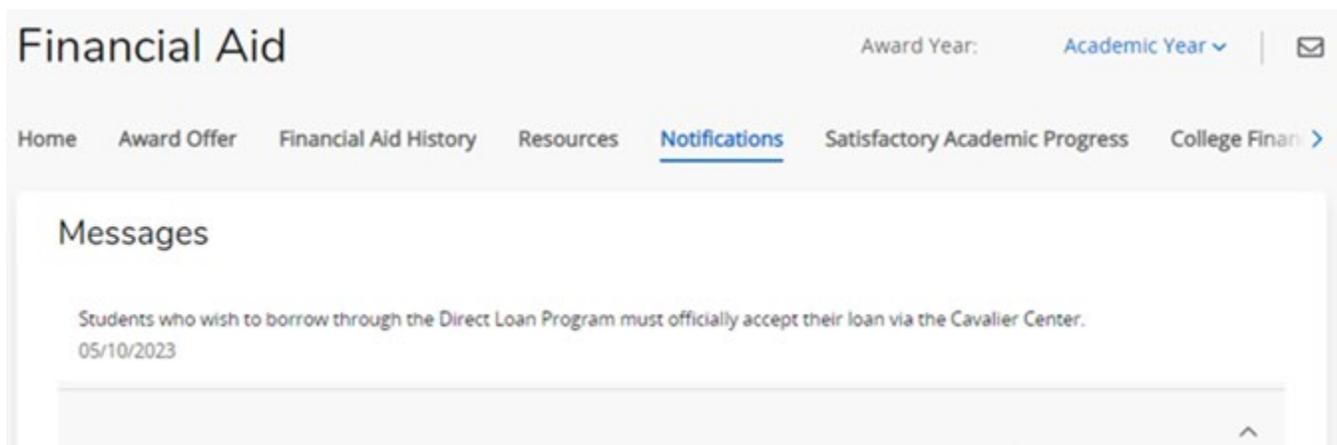


The screenshot shows the 'Financial Aid History' page. At the top right, the 'Award Year' is set to '23-24 Academic Year'. The navigation menu includes 'Home', 'Award Offer', 'Financial Aid History' (selected), 'Resources', 'Notifications', 'Satisfactory Academic Progress', and 'College Finan: >'. Below the navigation is a dropdown menu currently set to 'All Years'. The main content area is titled 'Grants and Scholarships' and contains a table with the following data:

Year	Fund	Award Period	Accepted ?	Paid ?
2023 - 2024		05/08/2023 - 08/19/2023		\$0.00
		08/21/2023 - 12/16/2023		\$0.00
		01/08/2024 - 05/04/2024		\$0.00
2022 - 2023				\$0.00
		05/09/2022 - 08/20/2022		\$0.00

Notifications

You may receive email alerts from the Financial Aid Office directing you to view messages on your account. Important messages regarding your financial aid award or revisions to your award will be shown on the Notifications tab. Any messages that contain longer messages will have an arrow to expand the section.



The screenshot shows the 'Financial Aid Notifications' page. The 'Award Year' is set to 'Academic Year'. The navigation menu includes 'Home', 'Award Offer', 'Financial Aid History', 'Resources', 'Notifications' (selected), 'Satisfactory Academic Progress', and 'College Finan: >'. The main content area is titled 'Messages' and contains a message:

Students who wish to borrow through the Direct Loan Program must officially accept their loan via the Cavalier Center.
05/10/2023

There is an upward-pointing arrow at the bottom right of the message area, indicating it can be expanded.

Student Account Information

From the navigation menu, select Student Account Information to view account information, account detail for term, NelNet Campus Commerce (payment site), and tax notifications.

	
< Banner	< Student Account Information
Personal Information >	Tax Notification (1098-T)
Office of the Registrar >	Account Information
FINANCIAL AID >	Account Detail for Term
Student Account Information >	Nelnet Campus Commerce

NelNet Campus Commerce

Walsh's third party payment site – NelNet Campus Commerce – can be accessed via the Cavalier Center. NelNet allows students and authorized parties to view account charges, pending financial aid, make payments online, or set up a payment plan.

Account Information

Review details for account transactions and deposits posted to a student's account using this option.

Account Detail for Term

This option shows detailed transactions, including current and future balance totals for the selected term.

Tax Notification

The 1098-T is a statement that colleges and universities are required to issue to certain students. This document provides the total dollar amount paid by the student for qualified tuition and related expenses in a single tax year. You are able to view and print the document from this page.

Tax Notification

Tax Year
2022

Form 1098-T

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number		1 Payments received for qualified tuition and related expenses	2022	Tuition Statement
		\$	Form 1098-T	
PAYER'S employer identification no.	STUDENT'S TIN	3		
STUDENT'S name, street address (including apt. no.), city or town, state or province, country, and ZIP or foreign postal code		4 Adjustments made for a prior year	5 Scholarships or grants	
		\$		
		6 Adjustments to	7 Checked if the amount in box	