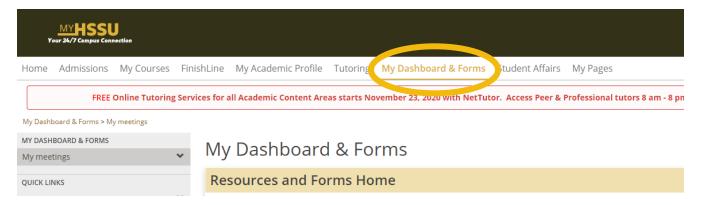
OFFICE OF FINANCIAL ASSISTANCE



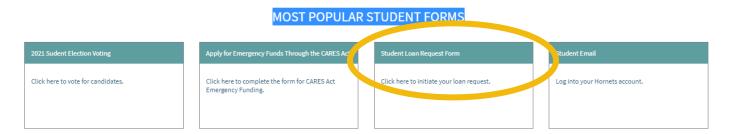
3026 Laclede Avenue St. Louis, MO 63103 (314) 340-3500

How to Submit a Student Loan Request

1. Log in to MYHSSU (live.hssu.edu) and click on My Dashboard and Forms



2. Click the "Student Loan Request Form" request box



Things to Remember

- Please allow 3-5 business days for processing.
- Loans come in two separate disbursements. If you request a loan one-semester-only loan (*i.e Fall only*), you will receive two equal disbursements on separate dates within the semester.
- If your loan creates a credit balance on your student account the <u>Bursar</u> has up to 14 business days to issue a refund. *Contact the Bursar for refund details at (314) 340-3343 or Cashier@hssu.edu*.
- For account details check your Course and Fee Statement within your MYHSSU. Select "My Academic Profile" then select "Finance Information". Under <u>My Student Information</u> select "Course and Fee Statement for Current Session".

If you have any questions or need further assistance, please feel free to contact our office at (314) 340-3500 or Financial Assistance @hssu.edu.

