

Upload Instructions

1. Log on to your MySFA
2. Click Financial Aid at top of the screen
3. Find the link named "Click here to review and upload Financial Aid Documents."
4. Review the requirements needed. You can upload documents where the option is labeled "Web Upload Available." Select the requirement with the radio button on the left.
5. At the following screen, review the information, and select "Choose image to upload." You can upload multiple images at a time. No files larger than 2MB.

Once submitted, you will see a page confirming it was submitted. Please allow 3-5 business days to review your information. By returning to the previous page, you can see your file was received and pending review. Continue to track this status page over time.