



How to Accept a Reduced Loan Amount

These instructions are for accepting a loan amount less than the full amount offered. If you have **already accepted your loan(s)**, you may change your loan amount by completing the Loan Reduction or Cancellation form.

1. Log in to Buff Portal . See instructions below or visit How to View Your Financial Aid.

- Navigate to the **Financial Aid card**.
- Select the appropriate aid year from the **year drop-down** near the top of the card.
- Click **View Financial Aid**.
- At the bottom of the card, click **Accept or Decline Aid**.

2. A new tab will open that shows your aid.

University of Colorado Boulder
Back to Buff Portal

CU Boulder Financial Aid > Award Package > 2019-2020
Return To Aid Year Selection

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Currency used is US Dollar

Please print this screen for your records. Click on the award to view a breakdown by term as many awards are for the full aid year. To accept an award in full, check Accept, then SUBMIT. To partially accept an award, check Accept, then revise the Accepted amount down before clicking SUBMIT. To decline an award, click Decline, then SUBMIT. To have a partially accepted award increased or to have a declined award reinstated, please contact the Financial Aid Office.

Status New Package

Last Updated 08/30/2019 4:14:18PM

| AWARD | CATEGORY | CAREER | OFFERED | ACCEPTED | ACCEPT | DECLINE |
|---|-------------|---------------|------------------|------------------|--|---------------------------------|
| Direct Unsubsidized Loan 1 | Loan | Undergraduate | 2,000.00 | 0.00 | <input type="checkbox"/> Select | <input type="checkbox"/> Select |
| 1st Generation Grant | Grant | Undergraduate | 2,000.00 | 2,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| CU Esteemed Scholars-Sewall | Scholarship | Undergraduate | 5,000.00 | 5,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| RA/TA Waiver | Waiver | Undergraduate | 1,000.00 | 1,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Private Schlp 1 | Scholarship | Undergraduate | 900.00 | 900.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Daniels Fund | Scholarship | Undergraduate | 2,000.00 | 2,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Total | | | 12,900.00 | 10,900.00 | | |

Accept All
Decline All
Clear All
Update Totals

[Consumer Information](#)

Submit

3. Click **Select** under the **Accept** column for the loan you are making changes to.

| AWARD | CATEGORY | CAREER | OFFERED | ACCEPTED | ACCEPT | DECLINE |
|---|-------------|---------------|-----------|-----------|--|---------------------------------|
| Direct Unsubsidized Loan 1 | Loan | Undergraduate | 2,000.00 | 0.00 | <input type="checkbox"/> Select | <input type="checkbox"/> Select |
| 1st Generation Grant | Grant | Undergraduate | 2,000.00 | 2,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| CU Esteemed Scholars-Sewall | Scholarship | Undergraduate | 5,000.00 | 5,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| RA/TA Waiver | Waiver | Undergraduate | 1,000.00 | 1,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Private Schlp 1 | Scholarship | Undergraduate | 900.00 | 900.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Daniels Fund | Scholarship | Undergraduate | 2,000.00 | 2,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Total | | | 12,900.00 | 10,900.00 | | |

4. Enter the amount of loan you want to accept. Click **Submit**.

| AWARD | CATEGORY | CAREER | OFFERED | ACCEPTED | ACCEPT | DECLINE |
|---|-------------|---------------|-----------|---------------------------------------|--|---------------------------------|
| Direct Unsubsidized Loan 1 | Loan | Undergraduate | 2,000.00 | <input type="text" value="1,000.00"/> | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| 1st Generation Grant | Grant | Undergraduate | 2,000.00 | 2,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| CU Esteemed Scholars-Sewall | Scholarship | Undergraduate | 5,000.00 | 5,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| RA/TA Waiver | Waiver | Undergraduate | 1,000.00 | 1,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Private Schlp 1 | Scholarship | Undergraduate | 900.00 | 900.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Daniels Fund | Scholarship | Undergraduate | 2,000.00 | 2,000.00 | <input checked="" type="checkbox"/> Select | <input type="checkbox"/> Select |
| Total | | | 12,900.00 | 10,900.00 | | |

[Consumer Information](#)

5. Click **Yes** to save your changes.

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Accept/Decline Return To Aid Year Selection

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Select Yes to continue with the submit. Any changes made will be saved. Select No to cancel the submit.

6. Click **OK** to view your updated loan amounts.

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Accept/Decline > Submit Confirmation Return To Aid Year Selection

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The Submit was successful.

7. Review your updated loan amounts. If you need to increase the accepted amount of loan or accept a declined award, please contact our office at 303-492-5091 or email us at financialaid@colorado.edu.