



# How to Decline Loans in myPugetSound

## Want to decline your loan(s) and update your bill immediately?

If you have been offered federal loans as a part of your financial aid package, you have the ability to decline any loans you do not want via myPugetSound portal. Both your financial aid and Bill + Payment will be updated in real time.

» *Before you begin, if you want to reduce your loan amount or decline one term only, you will need to email [Student Financial Services](#) to make this adjustment for you.* »

1. Log into the myPugetSound portal at [my.pugetsound.edu](http://my.pugetsound.edu).
2. Tap on the **Student Finances** menu item and select **Accept/Decline Awards**.
3. Tap on the current academic year.
4. Review your loans.
5. Tap the check boxes to the right of each loan that you would like to decline.
6. Tap the **Submit** button.
7. Tap the **Yes** button to confirm your changes.

### **Don't Worry!**

*We won't let you accidentally decline scholarships and grants. Only federal loans can be declined in the portal.*

Award	Category	Career	Offered	Accepted	Accept	Decline
Founders Award	Scholarship	Undergraduate	5,000.00	5,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fed Loan-Unsubsidized 1 PY	Loan	Undergraduate	2,000.00	2,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fed Loan-Subsidized 1 PY	Loan	Undergraduate	5,500.00	5,500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Total</b>			<b>12,500.00</b>	<b>12,500.00</b>		

### Accept/Decline



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

Yes

No