



# Financial Aid

## *Net Partner*

### The Online Financial Aid System

Instructions for accessing your financial aid file to:

- Check the status of your file.
- View a list of documents received.
- View a list of documents outstanding.
- View your disbursement history.
- View your student loan history.
- View your financial aid award.
- Accept, reduce, or decline your financial aid award.

**You must have a financial aid record already established at Paine College in order to use this system.**

## To Access Net Partner

Go to: <http://paine.edu> → Quick Links → Financial Aid → NetPartner Online Financial Aid System

or

<http://netpartner.paine.edu>

## To Set Up Your Account

For the first time follow numbers 1 – 7; otherwise, follow numbers 8 – 13.

### 1. Click on First Time User?

The screenshot shows the Paine College Financial Aid Office website. At the top right, there is a 'Help' button. The main header features the Paine College logo and the text 'PAINE COLLEGE Financial Aid Office'. Below the header is a navigation menu with links: Home, Apply Online, Your Awards, Your Documents, Messages, Your Loans, Your Loan History, and Forms. The main content area is titled 'Online Financial Aid System' and includes a welcome message and a list of actions: 'Check the status of your file.', 'View a list of documents we've received from you and a list of the documents still outstanding.', 'View your financial aid award.', 'View your disbursement history.', 'View your student loan history.', and 'Check the status of your student loans for the current year.' Below this is a 'Log In Instructions' section. On the right side, there is a 'LOG IN' box with fields for 'Student ID' and 'PIN', a 'Submit' button, and two links: 'Forgot your PIN?' and 'First Time User'. A pink arrow points to the 'First Time User' link. Below the 'LOG IN' box is a 'What's New' section with a date 'January 2, 2011' and the text 'The 2011-2012 FAFSA Application Available' and 'February 2011'.

Help

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Financial Aid Office

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**PAINE**  
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Home | **Apply Online** | Your Awards | Your Documents | Messages | Your Loans | Your Loan History | Forms

### Online Financial Aid System

Welcome to the Paine College Online Financial Aid System. You can:

- Check the status of your file.
- View a list of documents we've received from you and a list of the documents still outstanding.
- View your financial aid award.
- View your disbursement history.
- View your student loan history.
- Check the status of your student loans for the current year.

#### Log In Instructions

To access the online system, enter your Student ID and your Paine College Financial Aid PIN. If you haven't been assigned a PIN yet, please contact **Ms. Angela Mitchell** at **706-821-8381**.

You must have a financial aid record already established at Paine College in order to use this system. If you have not begun the financial aid application process, you can get started by completing online the *Free Application for Federal Student Aid (FAFSA)* at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Enter our school code, 001587, on your application and we will automatically receive a copy. Once we receive your FAFSA results, we'll notify you of

#### LOG IN

Student ID:

PIN:

Submit

[Forgot your PIN?](#)  
[First Time User](#)


#### What's New

January 2, 2011  
*The 2011-2012 FAFSA Application Available*  
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2. Enter your Paine College Student ID number.

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Activate Your Account

Enter Your Student ID:

3. Enter your Date of Birth (ex. 00/00/00) and your Social Security Number (ex. 000000000).

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Activate Your Account

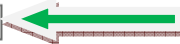
**Please Verify Your Identity**


What is your date of birth?


What is your social security number?


4. Select two security questions from the drop-down boxes. You will need to remember the answers should you ever need to reset your PIN.

**Security Questions**  
Please select and answer two security questions.  
We will ask you to answer these questions if you forget your PIN.

Question 1:  
Mother's maiden name  

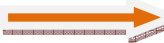
Answer 1:  
 


Question 2:  
Mother's maiden name  

Answer 2:  
 

5. Create and confirm your 5 character PIN. You will need to remember this PIN so you can access your financial aid information in the future.

**Change PIN**  
Your PIN must be at least 5 characters in length and cannot contain spaces

Enter Your New PIN:  
 

Confirm Your New PIN:  
 

6. Click on Submit to save your answers.



7. Enter your Student ID number and PIN into the Log In box and click submit.

A screenshot of the Paine College Financial Aid System website. At the top right is a 'Help' button. The Paine College logo is on the left, and 'PAINE COLLEGE Financial Aid Office' is on the right. A navigation bar contains links: Home, Apply Online, Your Awards, Your Documents, Messages, Your Loans, Your Loan History, and Forms. The main heading is 'Online Financial Aid System'. Below it is a welcome message and a list of actions: 'Check the status of your file', 'View a list of documents we've received from you and a list of the documents still outstanding', 'View your financial aid award', 'View your disbursement history', 'View your student loan history', and 'Check the status of your student loans for the current year'. There is a 'Log In Instructions' section with text about entering Student ID and PIN, and contact information for Ms. Angela Mitchell. A 'LOG IN' box contains input fields for 'Student ID:' and 'PIN:', a 'Submit' button, and links for 'Forgot your PIN? First-Time User'. A 'What's New' section lists dates: 'January 2, 2011 The 2011-2012 FAFSA Application Available' and 'February 2011'. Three arrows (orange, pink, green) point to the Student ID, PIN, and Submit fields respectively.

**You are now ready to view your financial aid information.**

8. Click on Forgot your PIN?

The screenshot shows the Paine College Financial Aid Office website. At the top right, there is a 'Help' button. The Paine College logo is on the left, and the text 'PAINE COLLEGE Financial Aid Office' is on the right. A navigation bar contains links for Home, Apply Online, Your Awards, Your Documents, Messages, Your Loans, Your Loan History, and Forms. The main content area is titled 'Online Financial Aid System' and includes a welcome message and a list of actions: check status of file, view documents, view financial aid award, view disbursement history, view student loan history, and check student loan status. A 'Log In Instructions' section provides contact information for Ms. Angela Mitchell (706-821-8381) and instructions on how to use the system. On the right, there is a 'LOG IN' box with fields for Student ID and PIN, a Submit button, and a link for 'Forgot your PIN? First Time User?' which is highlighted with a blue arrow. Below the login box is a 'What's New' section with dates and announcements for FAFSA applications.

9. Enter your Paine College Student ID number.

The screenshot shows the 'Change Your PIN' page on the Paine College Financial Aid Office website. The navigation bar is the same as in the previous screenshot. The main content area is titled 'Change Your PIN' and includes the instruction: 'Please verify your identity to reset your PIN.' Below this is a form with the label 'Enter Your Student ID:' followed by an input field and a 'Submit' button. A green arrow points to the input field. The Paine College logo and name are visible at the top left of the page.

10. Enter your Date of Birth (ex. 00/00/00) and your Social Security Number (ex. 000000000).

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### Change Your PIN

Please verify your identity to reset your PIN.

**Please Verify Your Identity**  
What is your date of birth?

What is your social security number?

Submit Cancel

11. Create and confirm your 5 character PIN. You will need to remember this PIN so you can access your financial aid information in the future.

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### Change Your PIN

Please verify your identity to reset your PIN.

**Change PIN**  
Your PIN must be at least 5 characters in length and cannot contain spaces

Enter Your New PIN:

Confirm Your New PIN:

Submit Cancel

12. Enter your Paine College Student ID number and PIN and click Submit.

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#### LOG IN

Student ID:

PIN:

Submit

[Forgot your PIN?](#)  
[First Time User](#)

#### What's New

January 2, 2011  
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February 2011

13. Select two security questions from the drop-down boxes. You will need to remember the answers should you ever need to reset your PIN.

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### Update Your Account

#### Security Questions

Please select and answer two security questions.  
We will ask you to answer these questions if you forget your PIN.

Question 1:  
Mother's maiden name

Answer 1:

Question 2:  
Mother's maiden name

Answer 2:

Submit Logout

You are now ready to view your financial aid information.