

You may now view and accept your 2012-13 tentative financial aid awards on your Leo Online account. You should review and accept on-line the financial aid awards you wish to accept within 10 days of receiving this notice. Failure to do so will result in cancellation of the aid offer.

Please note: You WILL NOT receive a paper award letter.

ACCEPTING FINANCIAL AWARD OFFER ONLINE

1. Log on to **LeoOnline** by direct access or use **myODU** portal.
 - a. <https://www.leonline.odu.edu/>
 - b. <https://my.odu.edu/cp/home/displaylogin>
2. Click **Financial Aid**
3. Click **My Award Information**
4. Click **Award Aid Year**
5. **Select Aid Year 2012-13**
6. Click **Terms and Conditions** Tab to accept **Student Responsibility & Condition for Release of Aid**
 - a. You must read and accept the Student responsibility terms and conditions before the Accept Award Offer Tab will be activated.
7. Click **Accept Award Offer Tab**
8. Options for Accepting Award Offer include:
 - a. Choose Decline or Accept for each fund
 - b. Accept partial amount by selecting Accept and entering amount in accept partial amount field.
 - c. Or to Accept the full amount for all awards scroll to the bottom and click **“Accept the Full Amount of All Awards”**
 - d. Click **Submit Decision**

All tentative Financial Aid Award offers are based on **full time** enrollment. If you are enrolled less than full time, complete the Student Financial [Aid Adjustment Form](#).

Student must be full time to receive SEOG and CSAP grant awards. These funds will be cancelled if expected enrollment is less than full time. Once cancelled, these funds may not be available for re-awarding.

Failure to review and accept financial aid offers via LEO-ONLINE may result in cancellation of your Federal and/or State awards.

Please note: Due to Federal regulations, you cannot receive Pell Grant funding in excess of six years. State grant funding is limited to five years.

If you are active military or a dependent of an active military, please submit the [Military Verification Form](#).

Please note: Estimated awards are contingent upon congressional budget approval.

A Federal work-study award does not guarantee of a job. Federal work-study awards must be earned; they are not automatically applied to your student account.