



HARVARD GRADUATE SCHOOL OF EDUCATION FINANCIAL AID OFFICE

Activating Access & Logging In to the HGSE Student Aid Portal

Step 1

To activate your access to the [HGSE Student Aid Portal](#), go to the account activation page by selecting the “First Time User?” link. You will be sent to this page:

The screenshot shows the Harvard Graduate School of Education Student Aid Portal. At the top, there is a red header with the Harvard logo and the text "HARVARD GRADUATE SCHOOL OF EDUCATION". Below the header, the text "Student Aid Portal" is displayed in a large, bold font, followed by the subtitle "Apply for Aid & Access Your Financial Aid Information!". In the center of the page, there is a section titled "Activate Your Account" with a form field labeled "Enter Your Student Aid Portal ID:" and a red "Submit" button.

Enter your Student Aid Portal ID here. Your Portal ID was e-mailed to you- it is alphanumeric and is **case-sensitive**. Hit submit and continue to Step 2.

Step 2

Enter the 9-digit activation code that was e-mailed to you in a separate message.

Enter your date of birth in the next field. When entering your date of birth be sure to include all numerals and forward slashes in MM/DD/YYYY format (example: input “01/06/1994”) or use the calendar function to select the correct date.

Select your security questions and remember your answers. Please note that the answers you supply to your security questions are case-sensitive.

Next, you must select and set your new Student Aid Portal PIN that conforms to the password requirements listed- remember this for future use, you will need it to login to the HGSE Student Aid Portal!

Student Aid Portal

Apply for Aid & Access Your Financial Aid Information!

Activate Your Account

Please Verify Your Identity

Please enter the activation code that was sent to you by the HGSE Financial Aid Office:

Please enter your date of birth, in MM/DD/YYYY format (including forward slashes), or use the calendar to select the correct date.

Security Questions

Please select and answer two security questions.

We will ask you to answer these questions if you forget your log in information.

Question 1:

Mother's maiden name

Answer 1:

Question 2:

Mother's maiden name

Answer 2:

Change Student Aid Portal PIN

Your Student Aid Portal PIN must be at least 5 characters in length and cannot contain spaces

Enter Your New Student Aid Portal PIN:

Confirm Your New Student Aid Portal PIN:

Terms & Conditions of Using the HGSE Student Aid Portal & Receiving HGSE Financial Aid

I affirm that, if eligible, I will use the funds I receive under the Federal Work-Study and Federal Direct Loan programs solely for expenses related to attendance at Harvard University. I understand that I am responsible for repaying any funds I receive that cannot reasonably be attributed to meeting my educational expenses at Harvard University. I agree to provide, on request, an official IRS tax return transcript to the HGSE Financial Aid Office to aid in verification of tax data I have submitted on my application materials. To the best of my knowledge, the information supplied to HGSE in this system and application is true and accurate. I agree to notify the HGSE Financial Aid Office if I receive an outside award from any source not listed on this system, and understand that the addition of an outside award may affect my financial aid eligibility and offer. PLEASE NOTE: You may not receive Title IV (Federal) financial aid unless you agree to these terms and conditions of use.

The HGSE Student Aid Portal may only be accessed by you- the individual HGSE applicant or HGSE student. By accepting these terms and conditions you agree that you will not share your HGSE Student Aid Portal ID or PIN, let anyone else access your HGSE Student Aid Portal account, or take any action that might jeopardize the security of your account.

Failure to abide by the Terms & Conditions of Using the HGSE Student Aid Portal & Receiving HGSE Financial Aid may result in the loss of financial aid eligibility at HGSE.

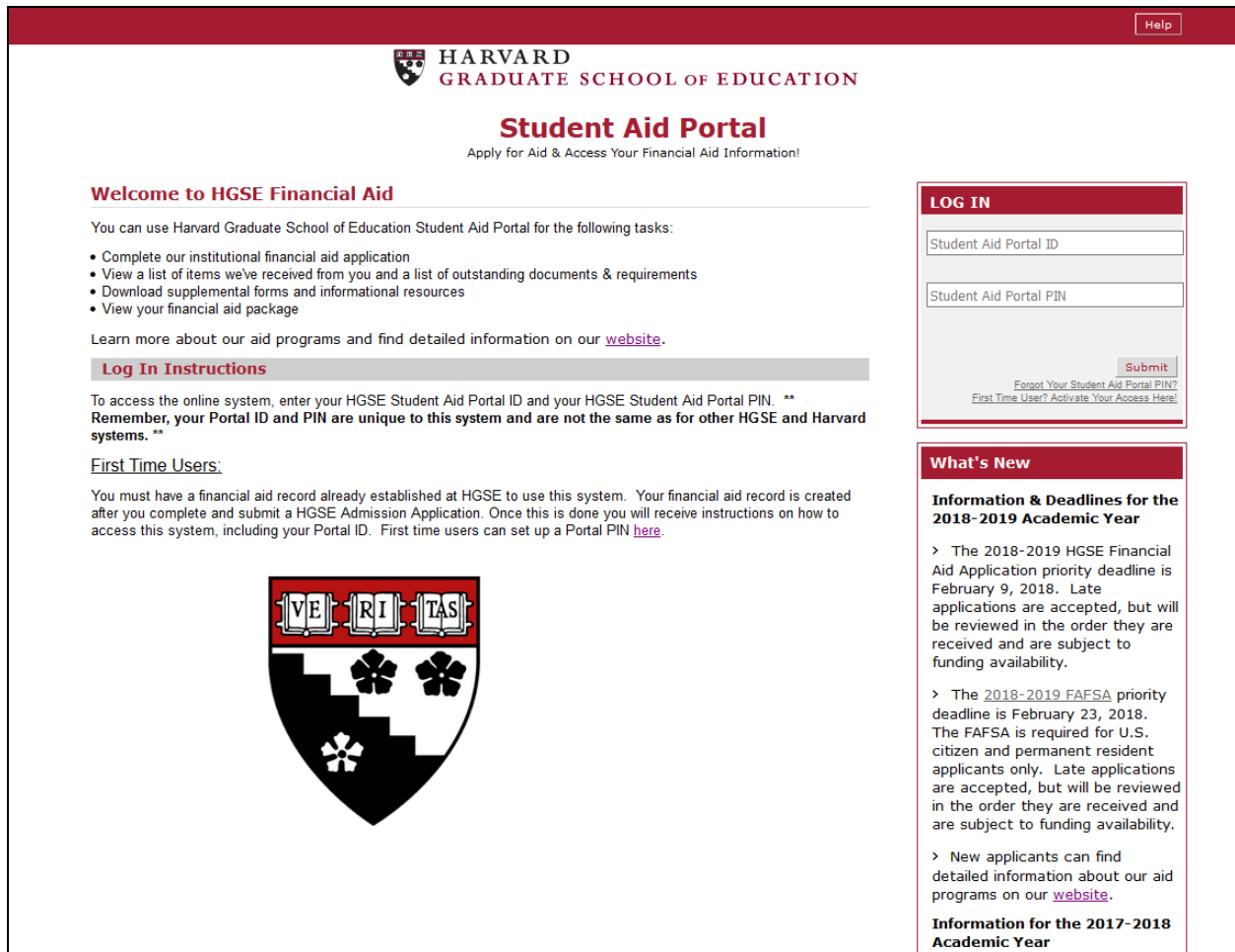
I agree to these Terms and Conditions

After agreeing to the terms and conditions of receiving HGSE Financial Aid and HGSE Student Aid Portal use, hit submit and continue to Step 3.

Step 3

You have now activated your Student Aid Portal access and will be directed to the [Portal home page](#). Bookmark this page for future use!

Log In using your Student Aid Portal ID and the new Student Aid Portal PIN you selected in Step 2.



The screenshot shows the Harvard Graduate School of Education Student Aid Portal. At the top, there is a red header with the Harvard logo and the text "HARVARD GRADUATE SCHOOL OF EDUCATION". Below this, the page title is "Student Aid Portal" with the subtitle "Apply for Aid & Access Your Financial Aid Information!". A "Help" button is in the top right corner.

The main content area is titled "Welcome to HGSE Financial Aid". It lists tasks you can use the portal for, such as completing applications, viewing documents, and downloading forms. A "Log In Instructions" section explains that users need their Portal ID and PIN, and provides a link for first-time users. A "What's New" section on the right contains information and deadlines for the 2018-2019 and 2017-2018 academic years, including FAFSA deadlines and application review order.

At the bottom center, there is a large shield-shaped logo with the word "VERITAS" at the top and a stylized design below.

You now have access to the Portal. Use the menu in the top left corner of the Welcome page to submit your HGSE Financial Aid Application, view your documents and other requirements, and review publications. Once your aid package is determined you will return to the HGSE Student Aid Portal to view the aid that is offered to you, and can access this information any time going forward.

Trouble activating your account or logging in?

- Check to be sure you are inputting the correct information into the correct field. Your Student Aid Portal ID is alphanumeric and will not change, the activation code is 9 digits and is used only for first-time activation of your account, and you must enter your date of birth in the specified MM/DD/YYYY format (including the forward slashes).
- If you have already activated your account and chosen a new Student Aid Portal PIN, be sure to use it on the home [Portal Log In page](#).
- If you can't recall your Student Aid Portal PIN, use the [Forgot your PIN? link](#) to answer your security questions and reset your PIN.
- Turn off all ad/pop-up blocking and tracking software in your browser. Use a desktop or laptop computer if possible. We recommend using Firefox, Chrome, or Safari browsers.

If you continue to have problems accessing the HGSE Student Aid Portal please e-mail the HGSE Financial Aid Office at finaid@gse.harvard.edu or call us at 617-495-3416 for assistance. Please note any error codes or text you receive on the website when contacting our office for technical assistance.