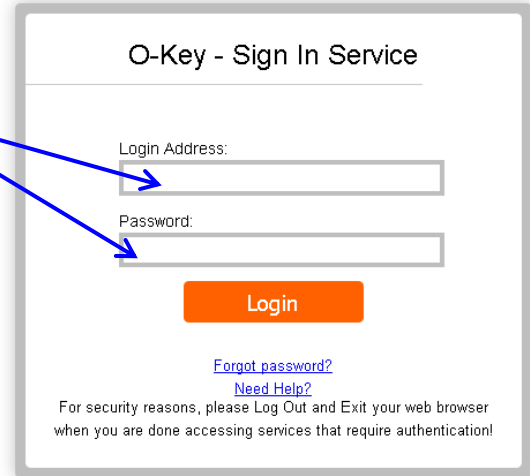# Financial Aid Self Service
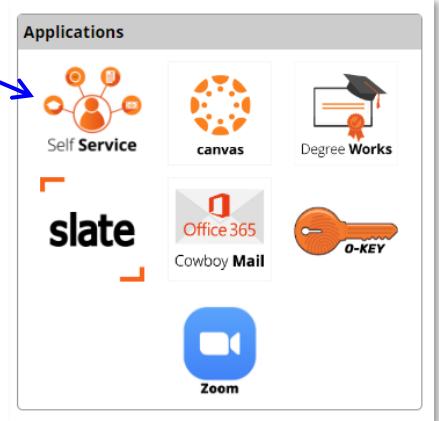
Go to **my.okstate.edu** and sign in using your OSU O-Key email address and password.

- If you've activated your O-Key but can't remember your password, click on the "Forgot Password?" link.
- If you haven't activated your O-Key yet, please review the information at admissions.okstate.edu/information/freshmen/your-next-steps-freshmen.html.
- If you still can't login with your O-Key, after following the steps above, contact the OSU IT Helpdesk at helpdesk@okstate.edu or call 405-744-4357.
- If you have questions about your awards, contact the Office of Scholarships and Financial Aid at finaid@okstate.edu or call 405-744-6604.

O-Key - Sign In Service

Login Address:

Password:

Login

Forgot password?
Need Help?
For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!

Once you log in, you will see the **main portal** page:
- Click on the **"Self Service"** icon.

MYOKSTATE - STILLWATER/TULSA

Home   Employee   Faculty   Advisor   Logout

Applications

Self Service   canvas   Degree Works

slate   Office 365 Cowboy Mail   O-KEY

Zoom

At the Self Service Main Menu:
- Click on the "**Financial Aid**" tab.
- Click on "**Financial Aid Dashboard**"

Self Service

PERSONAL INFORMATION   FINANCIAL AID
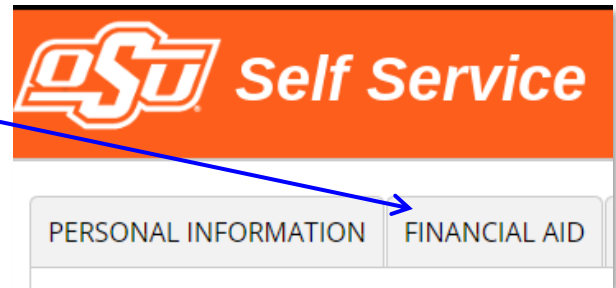
You can choose the award year in the drop-down menu in the upper right-hand corner.

Financial Aid

Aid Year: 2025 - 2026 Award ... ⌄

Campus: Oklahoma State Un... ⌄

Home   Offer   Financial Aid History   Resources   Notifications   Satisfactory Academic Progress   College Financing Plan
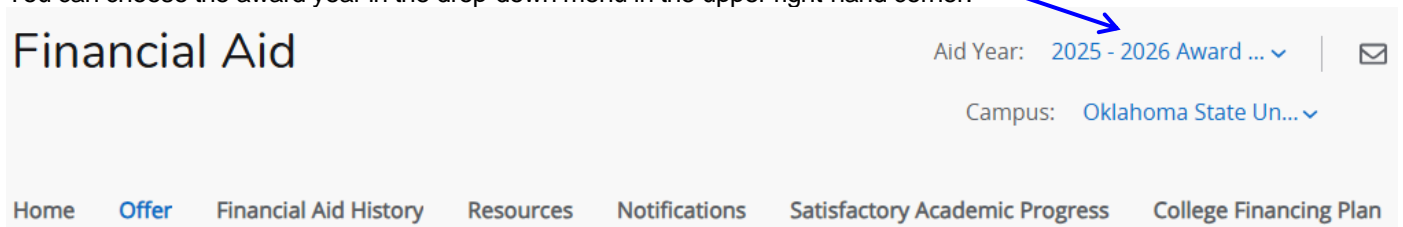
- **Title IV Financial Aid Authorization Questions: Found on the "HOME" tab----Responses Required.**
  - o Review, select Accept or Decline, Submit
  - o If you choose not to answer the question(s), federal regulations require the bursar to treat the non-answer as if you had declined the option(s).
  - o If you later want to change your answer, you won't be able to change it online. You will need to notify the bursar of your change. 113 Student Union or bursar@okstate.edu

Responses Required ⓘ

(?) Questions from the Financial Aid Office
Please answer the questions from FAO

VIEW QUESTIONS

- **Upload Required Documents**
  - o Follow the instructions to select and upload your document.
  - o You will see a confirmation message once the document has been successfully uploaded to the secure server.
  - o Please allow 3-5 working days for the status of the document to update.

Student Requirements ⓘ

(i) **Provide Documents Securely**
Upload Secure Documents to OSU Financial Aid.

- **Checking Your Status**
  - o On the "Home" Tab, you will find a list of your Unsatisfied Requirements under **"Student Requirements"**.
  - o You can click the name of the requirement to link to additional information and/or PDFs of required forms.

Unsatisfied Requirements

⚠ 25-26 Dependent Student Tax Non-Filer Form
Last update: 11/19/2024

REQUIRED INFORMATION ⌄

- **Accepting Scholarships and Financial Aid**
  - o Go to the **"Offer"** tab.
  - o Awards are listed by semester, with the total for the year to the left of the **"Take Action"** box. To accept or decline award(s): Click on the **"Take Action"** drop-down box for each award.
  - o Select "Accept" or "Decline."
  - o After selecting your decision(s), click the **"Submit"** button.

Grants and Scholarships to Pay for College ⓘ ⌃

Type	Fall 2025	Spring 2026	Amount	Take Action
Academic Excellence Schol	$625.00	$625.00	$1,250.00	Select ⌄

Submit

- **Adding Outside Scholarships (example: tribal, community or other organization - NOT OSU scholarships)**
  - o Go to the **"Offer"** tab
  - o Toward the bottom of the page, you will find, **"Other Resources"**, click on **"Add/View Resource"**
  - o Add the outside scholarship along with the term and amount. Click the **"Submit"** button when finished.
  - o Note that the outside scholarships you add may stay under the **"Resources Waiting Review"** indefinitely.