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.

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.