Connect to LSC Through Your e-Services

What is e-Services?

e-Services is the system you will use to register for courses, view your bill and find financial aid information. You can also use your e-Services to update your contact information, view your grades and print important documents, such as your interactive degree audit report and your academic record (i.e. unofficial transcript).

How to login to e-Services:

1. Go to www.lsc.edu
2. At the top of the page, hover over the icon: Login ⌄
3. Select "e-Services" from the list
4. Enter your StarID (ab1234cd) and password and click "Login"
    i. *For help with your StarID, view the Activate your Star ID instructions page included in this packet, or visit* https://starid.minnstate.edu/
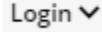
Lake Superior College
A member of Minnesota State

Student e-services

Dashboard
Home
Account Management
Courses & Registration
Academic Records
Financial Aid
Bills and Payment
Student Employment
Contact Us

Campus

Home
Bookstore
Faculty/Staff Directory

Lake Superior College

2101 Trinity Road
Duluth, MN
55811

Phone:
218-733-7600

How to navigate your e-Services:

Dashboard

This is the first screen you see when you log into your e-Services. This will give you a snapshot of your student account, including your bill, class schedule and financial aid status. Be aware that you may have a hold on your account for orientation. All new students must complete Orientation before registering for classes for the first time. See your Accepted Student Checklist for more information on how to complete Orientation.

Account Management

Update your personal information (name, address, demographic).

Courses & Registration

This is where you search for courses, build your class wish list, make changes to your registration and view your class schedule in detail. Remember, you must complete Orientation before you can register for classes for the first time.

Academic Records

Review your academic record, including your grades, unofficial transcript, transfer coursework and your interactive Degree Audit Report (DAR).

Financial Aid

After completing the Free Application for Federal Student Aid (FAFSA), you can view your application status here. Once your FAFSA has been reviewed, it will be sent to LSC electronically for additional processing and packaging. View and print your Award Notification and request to use your federal student loans.

Bills and Payment

View your bill in detail for both current and previous terms. See when payment(s), including financial aid, has been applied to your bill. You can also see if you will be receiving a refund from your financial aid.

Contact Us

When in doubt, give us a shout! This page will connect you via email with Financial Aid, Student Payment Office, Records Office and the Professional Advising Team.

e-Services and Financial Aid
What does my "Next Step" mean?

> ⊗ **FAFSA:** You have not sent your 20 xx - 20 xx FAFSA results to Lake Superior College. Take 15 minutes and get your FAFSA filed now at www.fafsa.gov.

This means that Lake Superior College has not received your Free Application for Federal Student Aid (FAFSA) results electronically. Once you submit your FAFSA on www.fafsa.gov, it takes about 5 to 7 days for LSC to receive it. You may receive an email from the FSA Processors, letting you know that they have completed processing your FAFSA and will be sending the results to your chosen school(s), but this is just the beginning of the financial aid process.

> ⊗ Aid Application Status:

This means there are additional steps required to complete the financial aid process. Follow the link displayed in the box below this step, or click on **Aid Application Status** on the left side of the page to see your Aid Application Status Letter. This letter will explain what additional steps will need to be taken before your financial aid is packaged. Do not make any corrections to your FAFSA application at this time, unless instructed to in the letter. If you have any questions after reading through this letter, please contact Financial Aid. Also, be sure to check your **LSC Email** for additional information or requests from the Financial Aid Office.

> *Don't see a letter? That means we are currently processing the information that we have and don't require anything additional at this time. Keep checking back for updates!*

> ⊗ Ready for Official Award:

Congratulations! You have completed the financial aid process and we have begun to prepare your financial aid package. You will be able to check back here to view your Award Notification, when it's complete.

> ⊗ Review and Respond to Award Notification:

You can view your Award Notification. You will use your Award Notification to do the following things:
- View the types of aid you may be eligible for, including grants, work study and federal student loans. Hover over the icon to learn more about the different types of aid.
- Use the dropdown menu to select the amount of credits you plan to take per semester and see how this can affect your financial aid. This is informational, and will not determine the amount of aid you are eligible for. Your aid will be applied based on the number of credits you are enrolled in after the first week of the semester.
- If you are eligible for grants, they will automatically be accepted for you. If you are eligible for work study and wish to use it, you have the option to accept all of the work study or just a portion of the work study funding that you are eligible for.
- Some types of fees are not typically covered by your financial aid, so by accepting the Miscellaneous Charges agreement, you can use your financial aid to pay for things such as library fines, graduation fees and late fees.
- In order to submit your Work Study Acceptance or the Miscellaneous Charges agreement, you must submit your award notification, which is done on the last page.

There are some things that you *cannot* do from your Award Notification:
- You cannot "accept" your loans. If you wish to use your federal student loans, you must request to do so by clicking on the Request Loans link in your Award Notification, or by clicking on Loans on the left side of the screen. In order to process your loan request, you must complete ***all*** required steps.
- You cannot "accept" the PLUS loan. The PLUS loan is a loan that only parents can request to use. The loan is in the parent's name, and they are responsible for making the repayments. Parents who wish to request the PLUS loan can find out how to do so by going to www.lsc.edu/financial-aid/loans .
- Once you submit your Award Notification, you will not be able to access it. If you need to review your financial aid package, you can do so by clicking **Awards by Credit Level** on the left side of the screen.