

Instructions for Completing FERPA Online Authorization

The FERPA Authorization enables us to freely communicate with your parent(s) or another authorized designee about your financial aid and/or finances.

- 1.) Go to <https://myanselm.anselm.edu/ics>. Enter your Saint Anselm ID as your User Name. Your password is your date of birth (format mmddyy).


- 2.) Click on “My Finances:”

- 3.) Click on “My Financial Aid:”

- 4.) Click on “My Financial Aid Information – Net Partner:”

- 1.) Our Net Partner Financial Aid Portal home page will appear. Navigate to the FERPA Online Authorization using the menu and then click on the form link shown below:

Menu ☰ You are currently logged in as: **Sample StuDent**
Current Award Year: 2019/2020


SAINT ANSELM COLLEGE

1 8 8 9
FINANCIAL AID PORTAL

Welcome Sample

Greetings from Saint Anselm College! Thank you for visiting your Financial Aid Portal. The portal is designed to provide quick

2019/2020

Menu ☰ You are currently logged in as: **Sample StuDent**
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SAINT ANSELM COLLEGE

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FINANCIAL AID PORTAL

FERPA Online Authorization

Please click on the link below if you would like to complete the FERPA Online Authorization. This form authorizes the Office of Financial Aid and Student Financial Services to speak to those you specify about your Financial Aid.

Your FERPA Online Authorization

Application	Application Description	Application Status	Status Date
FERPA Online Authorization			

- 2.) Read the important disclosures and enter information to all fields (required fields are marked *). Submit the information by clicking “Submit” at the bottom of the screen.

The information you submit will automatically populate your electronic record in the Office of Financial Aid.

Questions or access issues?

Email us at financial_aid@anselm.edu