

Navigating Financial Aid Self-Service

1. Navigate to [MyNicolet](#)
2. Select **Colleague Self Service**

The screenshot shows the MyNicolet homepage. At the top is a navigation bar with links: Home, Plan Builder, Course Registration, Room Reservations, My Programs, Forms, My Tasks, and More. Below the navigation bar, there's a 'Welcome,' section and a 'Student ID' input field. A message states: 'You have submitted a current Student Information Form. No action is needed at this time.' The date 'TODAY IS TUESDAY, JUNE 17, 2025' is displayed. A 'Completed' status bar shows 6 items. A paragraph explains that many tasks can be completed through Self Service, including registering for a course, making an online payment, creating a payment plan, viewing course schedules and grades, changing address and phone number, and downloading tax documents. It instructs users to click on the Self Service Information tile for instructions and the Self Service tile to access the site. A red text block provides instructions for students: 'Students: for any self-service activities (e.g., registering for classes, viewing financial aid, making payments) for the Fall 2025 term, please click on the 'Colleague Self-Service' icon below. For any self-service activities for Spring 2025 or Summer 2025, please click the general 'Self-Service' icon below.' Below this, three tiles are shown: 'Colleague Self Service' (highlighted with a yellow box), 'Self Service', and 'Self Service Information'. On the right side, there's a 'Success Team All Members' section with a dropdown arrow. Below it, a 'List' section shows two advisors: 'Ashley Maki - Nicolet College' (Success Coach & Advisor, Academic Advisor) and 'Stephanie Ginter - Nicolet College' (Financial Aid Role). A 'Schedule an Appointment' button is present. At the bottom right, there's a calendar view showing 'No appointments to show.'

3. Once in Self Service, click on **Daily Work** and then choose **Financial Aid Counseling. Notifications (A)**, click here to view notifications.
Be sure that you are viewing the correct aid year (B).


The screenshot shows the Financial Aid Self-Service interface. On the left is a dark sidebar with a menu: Home, Financial Information, Employment, Academics, Daily Work (highlighted with a yellow box), Student Finance Admin, Organizational Structure, and Financial Aid Counseling (highlighted with a yellow box). The main content area has a header with the Nicolet College logo and links for 'sign in', 'Sign out', and 'Help'. Below the header, there's a breadcrumb trail: 'Daily Work > Financial Aid Counseling > Financial Aid Home'. A welcome message says 'Welcome to Financial Aid!' and 'Use Colleague Self-Service Financial Aid to assist in managing your Financial Aid packag...'. A user profile section shows 'Ky' with 'Colleague ID: Change User'. Below this, there's a 'Notifications (0)' section (labeled A) and a 'Select an Award Year: 2025/2026 Academic Year' dropdown (labeled B). A 'Contact Financial Aid Office' link is also visible.

4. Here you can view the status of your FAFSA (C) and your current billing statement (D). For additional details regarding your billing statement, you can click on **Go to Account Summary**

Select an Award Year: 2025/2026 Academic Year

Contact Financial Aid Office


C



Financial Aid Application Being Reviewed

Currently your financial aid application is being evaluated by the Financial Aid office to determine if you are eligible to receive any financial aid awards. You will receive a notification once this evaluation has been completed.

D



Student Finance Account Summary

Amount Due

\$0.00

Amount Overdue

\$0.00

Total Amount Due

\$0.00

Go to Account Summary

Checklist

Resources

5. **Checklist (E)**- see what items need to be completed yet, if the Financial Aid Office is done reviewing your FAFSA, **your** aid, and offer letter here.

6. Additional Resources (F) are available here

7. Your Pell Lifetime Eligibility Used is here (G). The maximum eligibility is 600%

8. Quick contact information for the Financial Aid Office (H)

Go to Account Summary

E

Checklist

⚠ Action Needed

Select your intended housing option

✓ Completed

Submit a Free Application for Federal Student Aid (FAFSA)

✓ Completed

Complete required documents

🔄 In-Progress

Your application is being reviewed by the Financial Aid Office

✓ Completed

Review and accept your Financial Aid Award Package

✓ Available

Review your Financial Aid Offer Letter

Pell Lifetime Eligibility Used

G

Pell Lifetime Eligibility Used

346.643%

Financial Aid Counselor

Nicolet College Financial Aid

H

715-365-4423

Contact Financial Aid Office

F

Resources

Helpful Links

Fastweb Scholarship Database

FAFSA Application

Master Promissory Note

Entrance Counseling

Request IRS Transcripts

Student Loan Information

GradReady