



1. Login to the Student Portal: <https://my.semo.edu>
2. In the search bar, type “**Financial Aid Dashboard**”
3. Select the appropriate aid year from the drop-down list in the top right corner.
4. The Home screen will display any verification requirements. Click on any drop-down arrow for more information.
5. Review your verification requirements.
 - *If any items show a “Requested” status, additional information is required.*
 - *Click drop-down arrows for more information.*
 - *Allow 2-3 business days for submitted items to be reflected online as “Under Review” or “Received”.*
 - *When Verification Final Review is the only “Requested” status, allow up to 2 weeks for the file to be reviewed.*
 - *Monitor periodically to see if new items become “Requested” due to discrepancies or errors.*
 - *Once Verification Final Review shows as “Complete,” you have cleared verification!*

If you have any questions regarding what to submit for a particular requirement, please contact Student Financial Services (573-651-2253).