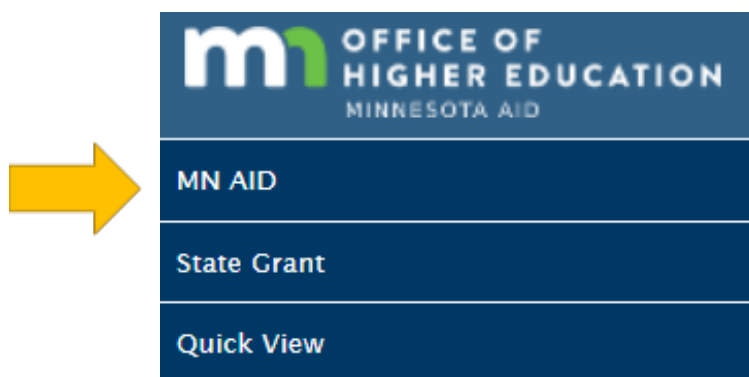


## Units Greater Than Threshold

Please note: The Office of Higher Education only stores student unit information for units in which they were paid State Grant funds.

### Viewing the Report

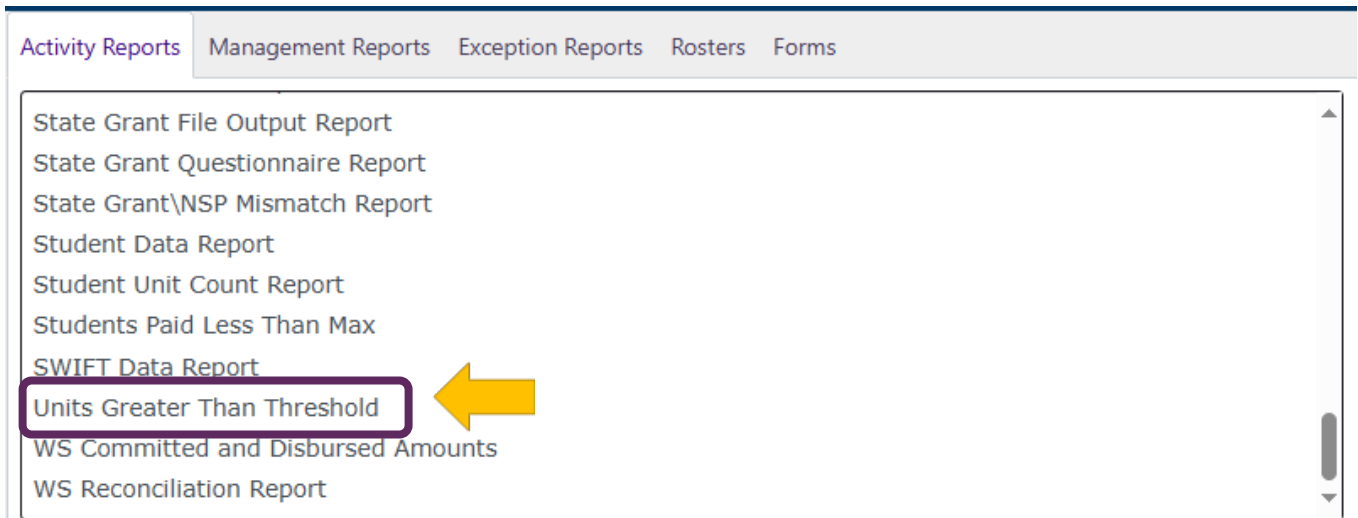
1. Log into MN Aid at [Login \(guarantorsolutions.com\)](https://guarantorsolutions.com)
2. Click on MN AID.



3. Click on Reports.

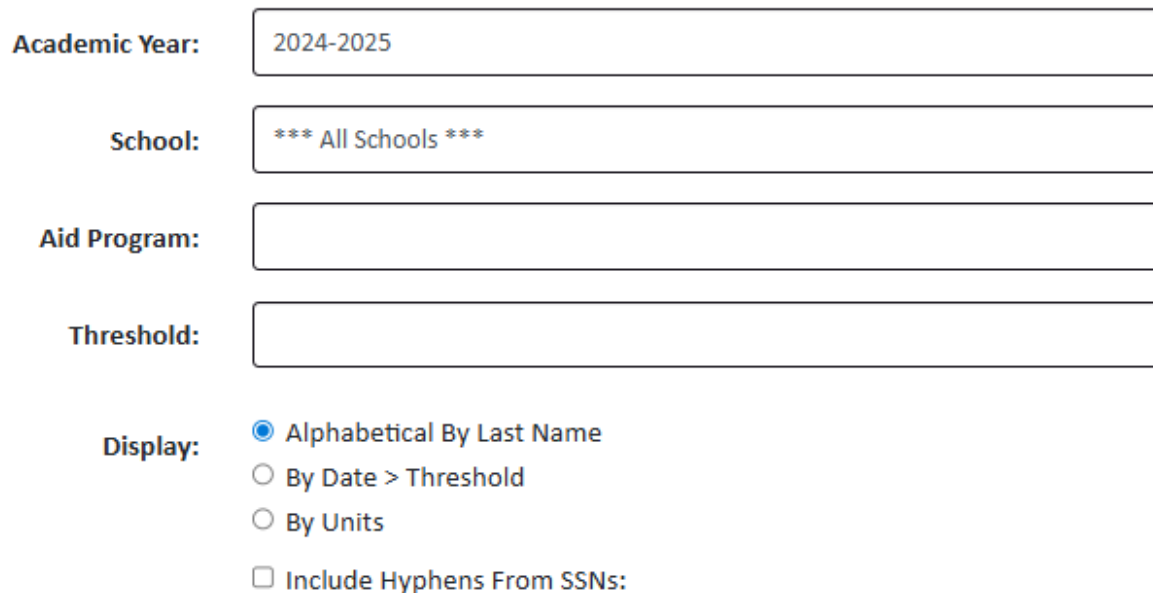


4. Click on Units Greater Than 72.



The screenshot shows a navigation bar with the following tabs: Activity Reports, Management Reports, Exception Reports, Rosters, and Forms. Below the tabs is a list of reports. The report 'Units Greater Than Threshold' is highlighted with a purple box, and a yellow arrow points to it from the right. The other reports in the list are: State Grant File Output Report, State Grant Questionnaire Report, State Grant\NSP Mismatch Report, Student Data Report, Student Unit Count Report, Students Paid Less Than Max, SWIFT Data Report, WS Committed and Disbursed Amounts, and WS Reconciliation Report.

5. Your institution will be preselected. Choose the academic year and the Aid Program. Enter the threshold by which you want to search. Students with units more than the entered threshold will appear on the report. Choose how you would like the report to be displayed. Click Generate Report.



The form contains the following fields and options:

- Academic Year:** A text box containing '2024-2025'.
- School:** A text box containing '\*\*\* All Schools \*\*\*'.
- Aid Program:** An empty text box.
- Threshold:** An empty text box.
- Display:** A group of radio buttons and a checkbox:
  - ☒ Alphabetical By Last Name
  - ☐ By Date > Threshold
  - ☐ By Units
  - ☐ Include Hyphens From SSNs:

**GENERATE REPORT**

- Review the report. The screen shot below omits the name and SSN of the students. Use the date columns to sort.

Already Has Bachelor Degree	SG File/ISIR	Application Date	Units	Over Threshold Paid Date
N	SG File	6/5/2024	103.20	8/30/2017
N	ISIR	8/6/2024	88.80	9/4/2020
N	ISIR	11/22/2024	92.30	6/1/1995
N	ISIR	8/22/2024	92.00	8/31/2024
Y	ISIR	2/21/2025	96.00	1/4/2022
N	ISIR	11/7/2024	96.00	1/13/2024
N	SG File	9/5/2024	93.60	1/18/2024

Indicates if the student already obtained a bachelor's degree

Displays the date the ISIR or SG File was received

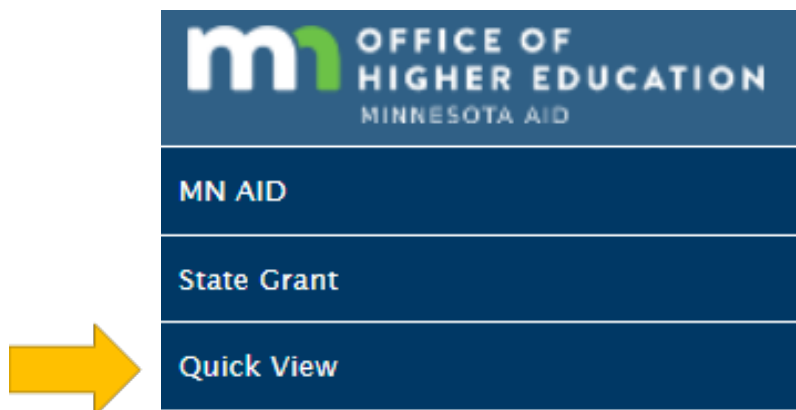
Displays the total number of units the student has been paid for the chosen Program

Date of the payment that took them over the selected threshold

ISIR = Student included your institution on their ISIR  
SG File = Student was reported by your institution on a State Grant File

## Viewing Units on Individual Student Records

- Click on Quick View.



2. Enter the student’s SSN and click Go.

Quick View

SSN Quick View

SSN

GO

3. Click on the student’s State Grant for the current academic year.

- Existing Grants/Scholarships

State Grant 2022 - 2023

State Grant 2013 - 2014


State Grant 2012 - 2013

State Grant 2011 - 2012

State Grant 2010 - 2011

State Grant 2009 - 2010

4. Scroll to the bottom of the page to view their total units paid with State Grant.

Program Totals		
		Total Units 79.2000
Total Cumulative Award		\$6,220.00