



Get Ready Student Success Scholarship MNAid Training

Shannon Olson | State Financial Aid Program Administrator

Agenda



Timeline for spring 2026 and the 2026-2027 academic year



School Profile and Contacts



User Access



Certification



Reinstatement



Refunds

Timeline

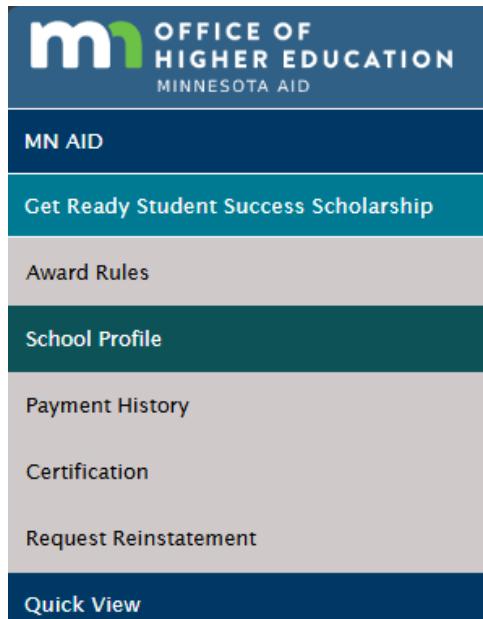
Spring applications are currently being processed

- Small group of students currently (30-ish)
- Possibility that application will be opened back up
- Students may appear on your roster periodically throughout the term

Application for 2026-2027 will open March 1st

- Students will apply through the MNAid Student Portal
- Get Ready will select and notify students
- Students will accept award through MNAid
- Certification roster will become available to schools mid-August

School Profile



Program: Get Ready Student Success Scholarship

Location Code 003

Active Yes

Contact Name

Secondary Contact Name

Contact Title

Secondary Contact Title

Contact Email Address

Secondary Contact Email Address

Phone Number

Secondary Phone Number

Fax Number

Secondary Fax Number

Closed Out No

UPDATE PROGRAM INFO

TRANSACTION HISTORY

PAYMENT HISTORY



Enter at least one Program Contact.
Some MNAid communications are
driven by this information.

User Access



Send email to
Shannon.l.olson@state.mn.us to
request additional Get Ready
Student Success Scholarship users

Include Name, Email Address and access level

- Admin – can request funds
- Update – all functionality besides funds request
- View – only



Please inform me when a staff member leaves the FA Office, or is no longer
administering GRSSS

Student Lookup

Users can access their GRSSS students prior to certification via Reports

MNAID Report Options

Activity Reports Rosters Forms

CCG Term Application Status Roster
Certification Roster
Payment Roster
Ready To Pay Roster
SAEP Certification Roster
SAEP Payment Roster
Waitlist Roster

Academic Year: 2025-2026

Program: Get Ready Student Success Scholarship

School: UNIVERSITY OF ST. THOMAS

Term: All Terms

Include Hyphens From SSNs:

GENERATE REPORT

Student Lookup

mn OFFICE OF
HIGHER EDUCATION
MINNESOTA AID

MN AID

Search

Reports

File Requests

Send Email

Help

Get Ready Student Success Scholarship

Quick View

– Additional Search Criteria

Academic Year

Aid Program

Search Type

– Sort Criteria

Sort By

SUBMIT CRITERIA **RESET CRITERIA**

Certification

The screenshot shows a web application interface for the MN AID Get Ready Student Success Scholarship. The left sidebar has a teal header 'MN AID' and a list of options: 'Get Ready Student Success Scholarship' (selected, highlighted in teal), 'Award Rules', 'School Profile', 'Payment History', 'Certification' (selected, highlighted in teal), 'Request Reinstatement', and 'Quick View'. The main content area has a header 'Home' and 'Certification(Get Ready Student Success Scholarship) X'. The main content area has a dark blue header with 'Online Certification' and 'GET READY STUDENT SUCCESS SCHOLARSHIP'. Below that is a green header with 'UNIVERSITY OF ST. THOMAS'. On the right, there are two dropdown menus: 'Please select the Academic Year' (set to '2025-2026') and 'Please select Academic Term'. At the bottom right is a teal button labeled 'CERTIFICATION ROSTER'.

Users receive a weekly email, indicating number of students on their certification roster. This should drive action.

Certification

002345-UNIVERSITY OF ST. THOMAS
2025-2026 Fall Certification Roster

Get Ready Student Success Scholarship

Filter

Certify	Name ▾	SSN	Total Credits	DevEdu Credits	Program Type	Award Amount	Additional Options	
<input type="radio"/> Pending <input checked="" type="radio"/> Yes <input type="radio"/> No			15	0	2-Year	\$750.00	<input type="checkbox"/> Reduce Award	

- For each student, you will select either “Yes” or “No” to certify and then enter the total credits and Dev Ed credits
- You can change the program type from 2 year to 4 year, which drives the award amount
- If the student already has other gift aid up to COA, you can reduce the award to fit
- Click Save. Any students you have left as “Pending” will remain on your certification roster to be reviewed later

Reinstatement

MN AID

Get Ready Student Success Scholarship

Award Rules

School Profile

Payment History

Certification

Request Reinstate

Quick View

Home 002345-00, UNIVERSITY OF ST. THOMAS Request Reinstatement(Get Ready Student Success Scholarship) X

UNIVERSITY OF ST. THOMAS
Request Reinstatement
Fall 2025-2026
Get Ready Student Success Scholarship

Total Students: 0

Filter APPLY REMOVE

There are no students to reinstate

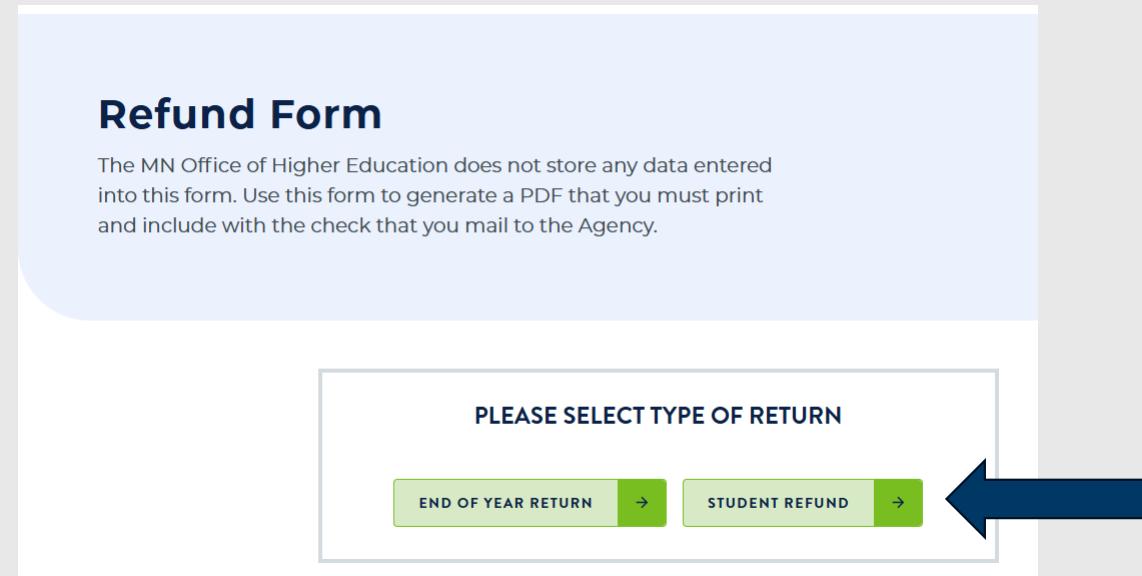
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By selecting Save, I am requesting reinstatement for the students selected. If approved these students will be placed back on the certification roster.

SAVE CANCEL

Refunds

- Students are eligible to keep the full amount of their scholarship as long as they attend at least one day of one of their courses (do they have a bill?)
- If you must return any portion of the scholarship, please use the Refund Return Form and mail it along with the check: [Refund Form | MN Office of Higher Education](#)



Thank you and Questions

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