

Enrollment Certification – National Student Clearinghouse

PAYING FOR COLLEGE

FACULTY/STAFF

AUGUSTA 4 **K** 🖕

FECHNICAL OLLEGE

STUDENTS

- 1. Go to the Augusta Tech Main page and click SmartWeb in the upper right corner.
- Select BannerWeb on the Green menu 2. bar or from the yellow tabs along the right side of the screen.
- 3. Log in with your student email and password (i.e. userID@smartweb.augustatech.edu).



Faculty & Staff Calendar Give SMARTWEB Q

BANNERWEB

ECONOMIC DEVELOPMENT

STUDENT RESOURCES

HELP AND

Select Student Services and Financial 4. Aid, then click National Student Clearinghouse from the options that appear.

- 5. Log in using your student userID and password.
- Personal Information Student Services & Financial Aid Faculty Services View or update your address(es), phone number(s), e-mail address(es), emergency contact information, & marital status; View nam change & social security number change information; Change you PIN; Customize your directory profile. Enter Grades and Registration Overrides View Class Lists and Student Information Register, View your academic records and Financial Aid use Stu students can prin ent loan deferments, an

Sign in to your account

Login using your Augusta Tech Username and Password Example --> User: jdoe21 Password: mygoodpassword2i

- On the Student National 6. Clearinghouse page select either the current term or all terms.

Click the link in the bullet point above the radio boxes to download the Enrollment Certification form.

7. If you get an error when clicking the link, you will need to submit the Certification Request form to Student Records.



Sign In

The Clearinghouse was unable to identify your record based on the information provided

ase check and resubmit your request or contact your istrar's office for enrollment certification.

ок