

Student Portal Login Instructions

- Login to MyEagle Portal (<https://myeagle.ntcc.edu>)

Username: First Initial, Last Name, and last 3 digits of SSN (jdoe123)
Password: 8 digit Date of Birth (mmdyyy)

Accessing Financial Aid Information

- Student tab > Financial > Financial Aid > NTCC Financial Aid System
- Select the correct Award Year



- Use dropdown MENU to navigate
- **Outstanding document requirements are detailed under Documents & Messages**
 - To complete electronic documents, click on the document
 - Complete entire document and submit electronically

Certain documents include a section(s) for parent or spouse to complete. For these documents, you will be prompted to enter an email address for parent/spouse. Once you electronically sign and submit form, the parent/spouse will receive an email that includes instructions for completing their section of the form. **NTCC will not receive the document until both parties have electronically signed and submitted.**

- Other required documentation (Tax Return Transcripts, W2, etc.) can be emailed to FADocs@ntcc.edu, faxed to 903-434-4455 or brought to Student Services Desk.
(Be certain to include name and id number on all documents.)

Once documents are received, the status is updated to “Not Reviewed” until the verification process is complete. If the document has been submitted but is incomplete, the status will reflect such.

It is critical to monitor your Financial Aid Portal and email (address used on FAFSA) until verification is complete. Keep in mind it can take two to three business days to review documents once submitted. When review is complete and financial aid has been awarded, an AWARD tab will be displayed. Award details are available under the award tab.