# OFFICE OF HIGHER EDUCATION

### Units Greater Than 72

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)
- 2. Click on MN AID.

OFFICE OF HIGHER EDUCATION MINNESOTA AID
MN AID
State Grant
Quick View

3. Click on Reports.



4. Click on Units Greater Than 72.

Activity Reports Rosters
Hold Report
School Totals Report
State Grant File Output Report
State Grant File Reconciliation Report
Units Greater Than 72
<u> </u>

5. Your institution will be preselected. Click Generate Report and open the Excel document from the Downloads in your browser.

Academic Year:	2022-2023		
School:	002377-00 ST. CLOUD STATE UNIVERSITY		
Include Hyphens From SSNs:			

**GENERATE REPORT** 

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



## Viewing Holds on Individual Student Records

1. 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.

#### - <u>Existing Grants/Scholarships</u> 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.

