

How to Self-Report Private or Outside Scholarships and Other Financial Aid

Step 1: Log into your WINGS Student Center

Step 2:

Go to Finances

CLICK
Report Other
Financial Aid

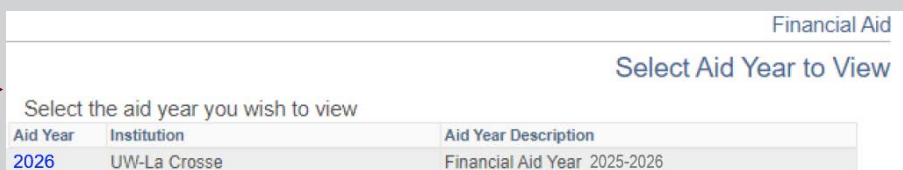


The screenshot shows the 'Finances' section of the WINGS Student Center. Under 'My Account', there are links for 'Account Inquiry', 'Financial Aid', 'View Financial Aid', 'Accept/Decline Awards', and 'Report Other Financial Aid'. A red arrow points to the 'Report Other Financial Aid' link. Below this, there is a dropdown menu with 'other financial...' and a submit button. At the bottom, there are links for 'Student Choice Refund', 'Make a Deposit/Payment', 'View My Bill', and 'Grant Access to View/Pay Bill'. To the right, an 'Account Summary' box shows 'You owe' with sub-items 'Past Due' and 'Due', and a note that the currency used is US Dollar.

Step 3:

Select Aid Year

CLICK

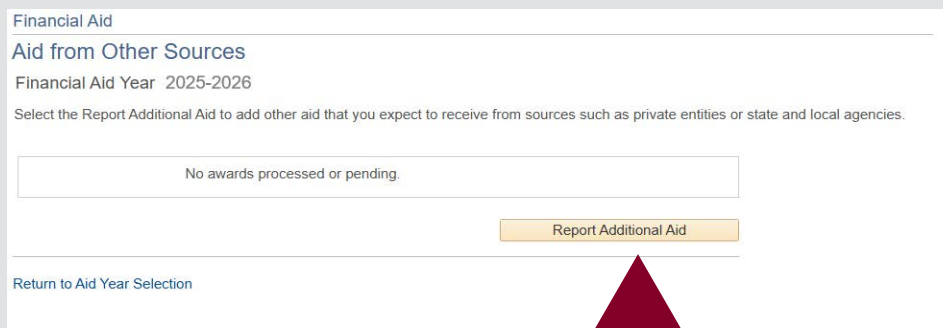


The screenshot shows the 'Financial Aid' section with the heading 'Select Aid Year to View'. Below this is a table with columns 'Aid Year', 'Institution', and 'Aid Year Description'. The table contains one row: '2026', 'UW-La Crosse', and 'Financial Aid Year 2025-2026'. A red arrow points to the table.

Aid Year	Institution	Aid Year Description
2026	UW-La Crosse	Financial Aid Year 2025-2026

Step 4:

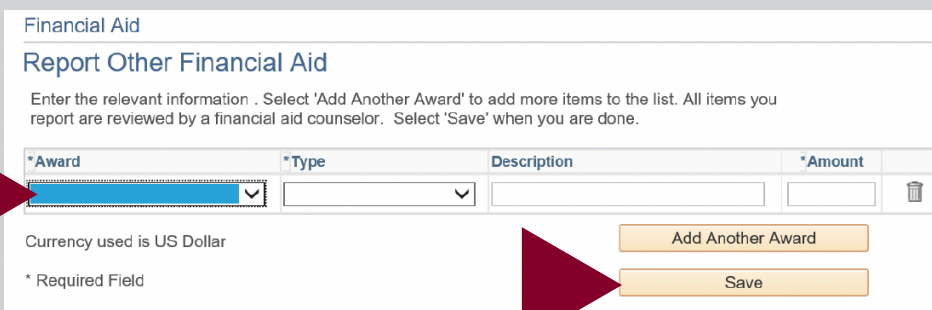
SELECT Report
Additional Aid



The screenshot shows the 'Financial Aid' section with the heading 'Aid from Other Sources' and 'Financial Aid Year 2025-2026'. Below this is a text box containing 'No awards processed or pending.' and a 'Report Additional Aid' button. A red arrow points to the button. There is also a 'Return to Aid Year Selection' link.

Step 5:

Enter relevant information
SELECT Save



The screenshot shows the 'Financial Aid' section with the heading 'Report Other Financial Aid'. Below this is a text box with instructions: 'Enter the relevant information. Select 'Add Another Award' to add more items to the list. All items you report are reviewed by a financial aid counselor. Select 'Save' when you are done.' Below the text box is a table with columns '*Award', '*Type', 'Description', and '*Amount'. The '*Award' column has a dropdown menu. Below the table is a 'Currency used is US Dollar' note and a '* Required Field' note. There are two buttons: 'Add Another Award' and 'Save'. Red arrows point to the dropdown menu and the 'Save' button.

Step 6:

Deliver paper checks

Paper scholarship checks
can be mailed to:

University of Wisconsin-La Crosse
Cashier's Office
1725 State Street
La Crosse, WI 54601