SAN DIEGO MIRAMAR COLLEGE

FINANCIAL AID PASSWORD SELECTION FORM (LPASS-#72))

The Financial Aid Office maintains a password system that requires you to create a custom password if you intend to check the status of your financial aid over the telephone or by email. The system protects your confidential information and complies with Federal and State laws, as well as SDCCD procedures.

About your custom password:

- Should be a combination of up to 8 characters.
- Create an optional prompt (hint) of up to 24 characters. A prompt is not required, but is helpful to remember your custom password.
- Valid at all Financial Aid Offices within the San Diego Community College District.
- Should not be shared with anyone.
- Passwords and prompts that are offensive or obscene will not be accepted.

EXAMPLE   **PROMPT:** *MY DOG'S NAME IS?* **PASSWORD:** *SPOT*

I hereby authorize the San Diego Community College District Financial Aid Offices to release information about my file over the telephone.

_____   _____
Student's Name (Print)   Student ID (10 digit)

_____   _____
Signature   Date

I will use the following password; I understand that no information will be released to me unless the EXACT password is provided.

_____
Password (Required)

_____
Prompt (Optional)

Note: If you forget your password, you must come to the Financial Aid Office with a picture ID to establish a new password.

*Please note, if you are mailing or faxing this form, you must include a copy of your photo ID with the form. If a copy of your photo ID is not included with this form, it will not be accepted. If you are setting up your password while visiting the office, you must have a photo ID with you.