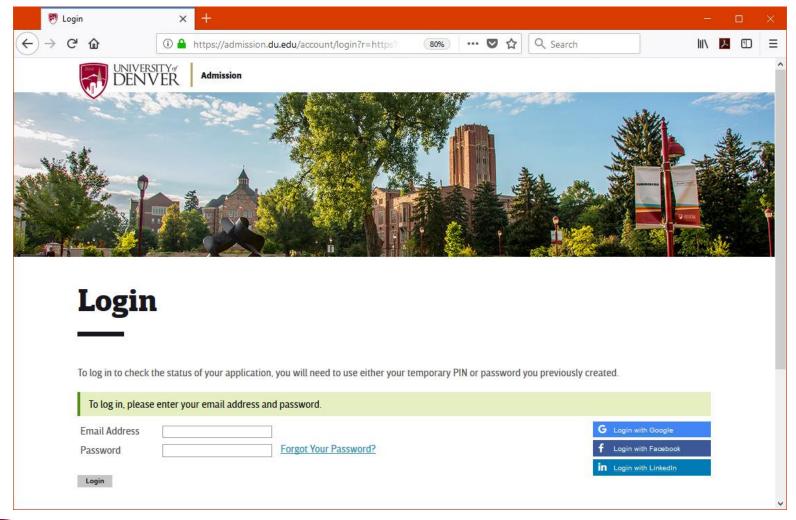# Uploading Documents to your Application Status Page
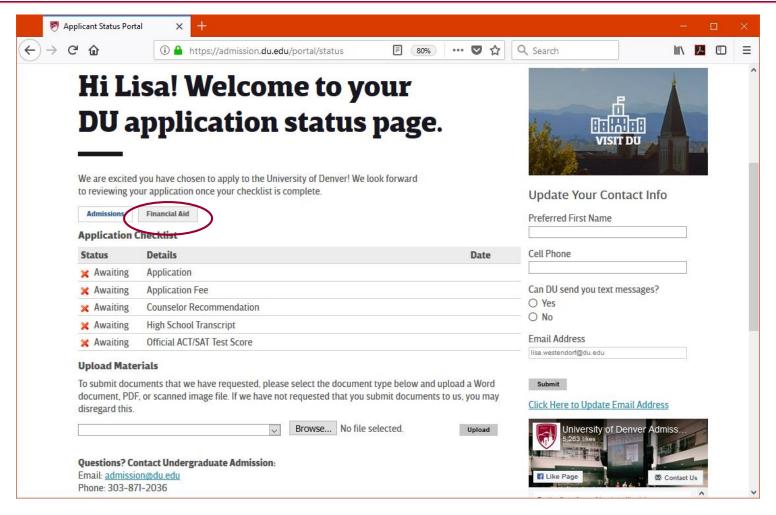
# Step 1: Go to www.du.edu/appstatus and login.

# Logging in…

- The first time you login, you'll need to enter the temporary PIN that was sent to you via email after you submitted your admission application (the subject line of the email will include "we received your application").

- If you've forgotten your password, click on the "Forgot your password?" link or send an email to admission@du.edu.

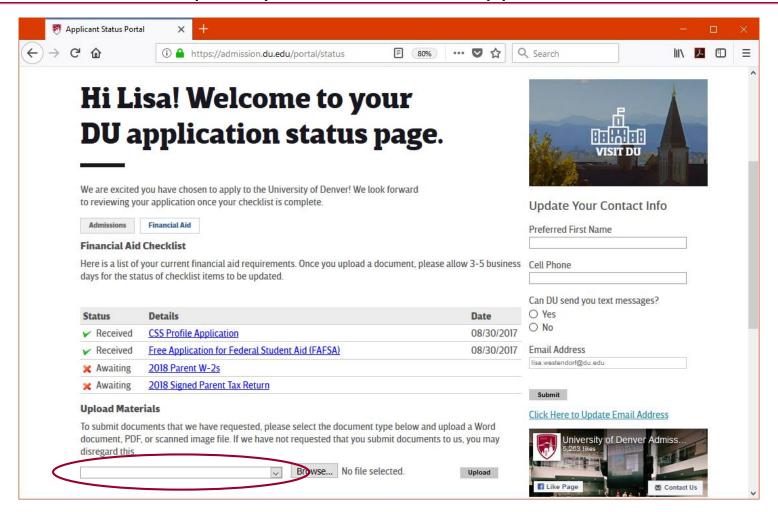- You can also login using your Google, Facebook or LinkedIn account.

**Step 2**: You'll first see your admission application checklist. To see what's required for Financial Aid, click on the "Financial Aid" tab.
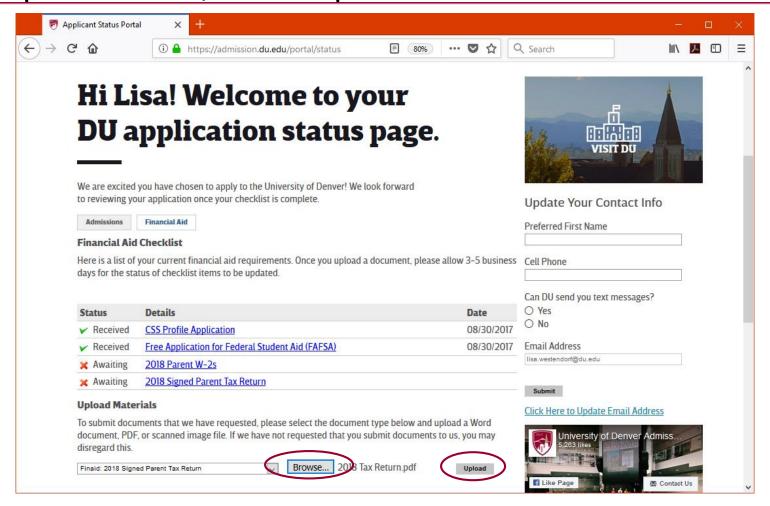
**Step 3**: To upload a document, first choose the document type from the drop-down menu. Any item in your checklist listed as "Awaiting" is still needed to complete your financial aid application.
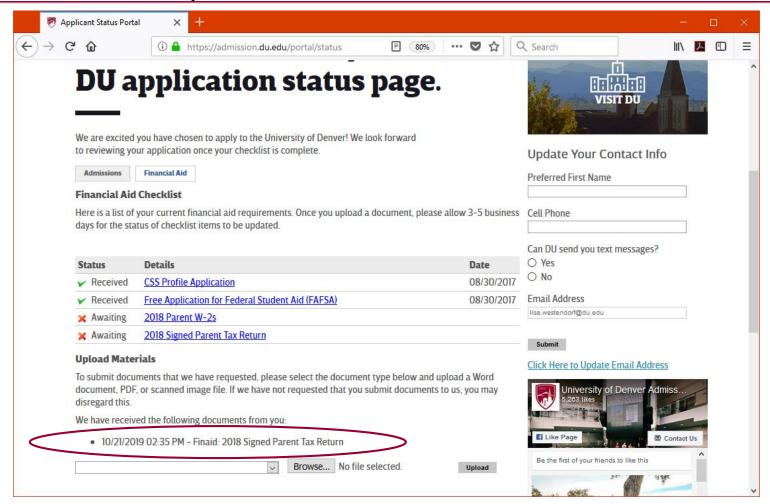
**Step 4**: Click "Browse" and find the document you wish to upload. Then, click "Upload."
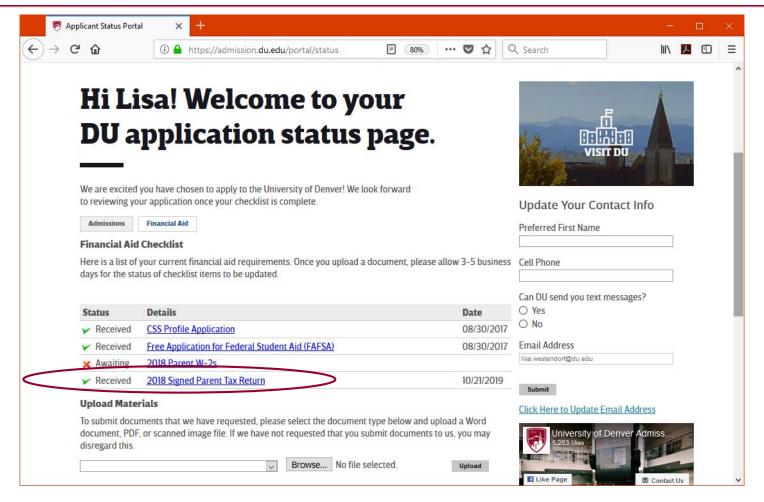
**Step 5**: You will see the document you uploaded listed above the drop-down menu.

Please allow up to *4 business days* for your checklist to be updated. Once we have received and reviewed your document(s), the status of that item will say "Received."

**Step 7**: Keep an eye on your account.

Check back periodically to make sure we have everything needed to process your financial aid application.

**Questions?** Contact us at (303) 871-4020 or at finaid@du.edu.