





c. To deny awards: click on the check box next to the name of the student and then select the button.

If you will be approving a large number of distinct awards at once, the drop-down menus can be used to filter the number of awards and students visible at one time.

- Once all awards have been approved, the awarding process is complete. If you need to track student progress on the post acceptance process, you can view a list of students who have accepted their awards by clicking on the [Completed](#) tab.

If you would like to keep

