

Instructions for Student Access to Campus Logic

Why create Campus Logic user account?

- ✓ To complete your verification requirements online:
 - ✓ Forms
 - ✓ Tax Transcript or Tax Return
 - ✓ W-2 Forms
 - ✓ Parent signatures on forms

Step 1 Log into your MyGav portal at: <https://my.gavilan.edu> using your Gavilan ID and Password



Secure Access Login

Gavilan ID:

Password:

Welcome to myGav Portal

If you have been using **Self-Service Banner**, then you know how convenient it is to register, check your schedule, and view your transcript online. Now, **myGav** brings your Self-Service Banner, iLearn, and other services into one place! Simply sign on **once** for access to Gavilan College online.

- **How do I get my ID and PIN?** [Watch this video!](#)
- **New Student?** [Get your Gavilan ID and PIN to access the myGav Portal and SSB](#)
- **Forgot PIN?** [Reset your PIN by answering your security question](#)

What's Inside?

- **Gavilan Self-Service Banner:** Register for classes, Check Grades, View Un-Official Transcripts.
- **Financial Aid:** Check Financial Aid requirements, status, awards and Financial Aid academic progress (SAP).
- **myDegreeWorks:** View your Education Plan and see how close you are to completing your degree.
- **iLearn:** Access iLearn from myGav.
- **Communities and Collaboration:** Create, manage and join group homepages for clubs, affiliations and interests.
- **and much more...**

Quick Links:

- [View Class Schedule / Download Class Schedule](#)
- [View Class Catalog / Download Class Catalog](#)

Step 2 On the "Welcome" page select "Verify My FAFSA"

Welcome

myGav Home / Welcome


Gavilan Announcements

Announcements

All ▾

| Subject |
|---|
| > Future Educators Club - meeting September 25 5-6 pm |
| > Enter to win \$100! |
| > Purchase Microsoft Office |
| > Employee of the Month - David Farmer |
| > AEC Accommodations - Fall 2018 |


Gavilan College Spotlight



Verify my FAFSA - Online

Selected for verification? Worry not, and complete your requirements online, with secure document upload from any device, with e-sign capabilities!

Step 3 "Terms and Conditions" will appear. Review, scroll down, and select "I Accept"


GAVILAN COLLEGE

Gavilan College knows how important it is for you to know how information about you is collected and used, and we value your privacy. Gavilan College uses CampusLogic, Inc. products and tools to simplify the financial aid process for students. To process financial aid, we collect personally identifiable information through these tools. CampusLogic, Inc. is dedicated to protecting your data and will spare no expense to keep it secure. We encourage you to read the privacy policy to understand how we collect and use your data.

CampusLogic Privacy and Cookie Policy
Last Updated: August 28, 2018

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CampusLogic collects and retains personally identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by you to CampusLogic through the Site and/or Services. We will only process your personal information in accordance with applicable data protection and privacy laws.

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We collect information about you in the following ways:


Information You Give Us. This includes the personal information you provide when you register to use our Services, including your name, postal address, email address, and other personal and unique information provided to CampusLogic based on your submissions and responses to questions asked of you throughout the Services.

Information We Get From Others. We may also get information about you from other sources, for example, your academic institution's department of financial aid or the Department of Education. We may add this information to personal information we get from your use of the Services.

[Scroll Down to Accept](#) [Cancel](#)

Step 4

Create an account: One time step!

 **Create Account**

Not a student? [Create Parent Account](#) →

* Required

- Preferred Email
- Confirm email
- Choose username [Username requirements](#)
- Create password [Password requirements](#)
- Confirm password

DEPENDENT STUDENTS

Can create parent account for parent to e-signature your verification form!

Confirm Student Information

Information provided in the fields below must match information provided on the Free Application for Federal Student Aid (FAFSA). Please make any necessary corrections to ensure an exact match to the FAFSA.

[Why do I have to provide this?](#)

- First name
- Last name
- Date of birth
- Social security number

Phone Number

Provide a phone number to subscribe to mobile phone text messages for account updates.
(Standard text message charges apply)

• I accept the [privacy policy](#)

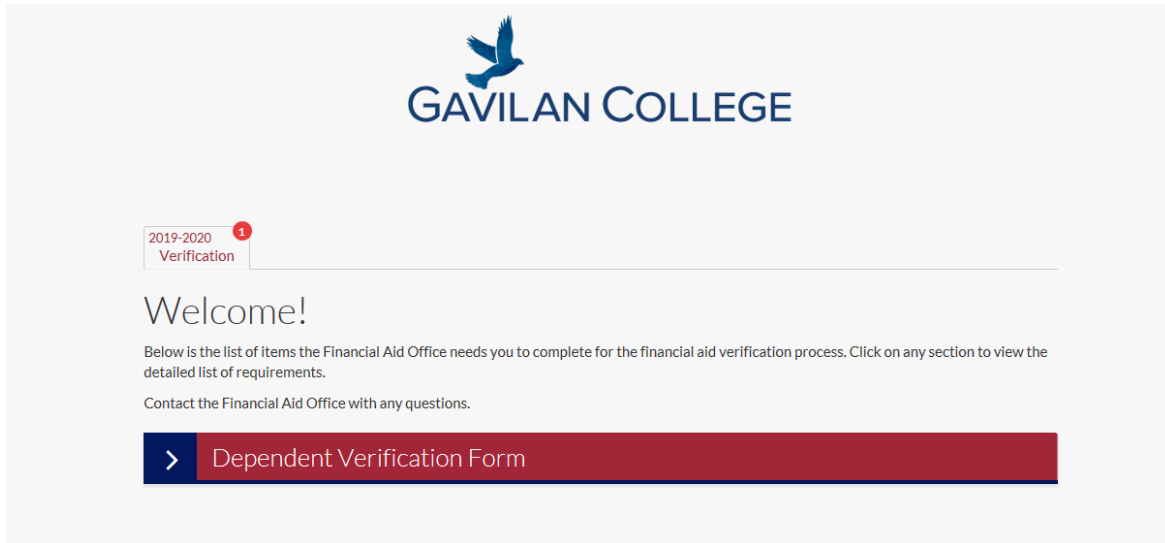
Create Account

TIP

List your cell phone number to allow Financial Aid Office to text you about document status!

Step 5

Review your verification requirements, complete and e-sign forms online!



Note for Dependent students: If you are unable to submit a parent signature page (i.e. parents do not have SSN, you will need to “opt-out” of E-signature option and complete the following steps:

- Print Verification form, provide signatures (student/parent), and upload
- Upload Tax Transcript/Tax Return- student and parents
- Click on “Submit” button, then on “Finish” button to send documents for review

Financial Aid will stay in contact with you via text regarding:

- Document status
- Award status
- Incomplete forms

Step 6

Students with complete files will receive the following message

