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## Overview of MiSSG

MiSSG allows financial aid professionals, referred to as School Users, to work with student records, clear errors, run reports, and perform awarding tasks such as certification, requesting reimbursement, and award adjustments. MiSSG also tracks and posts payments from Student Scholarships, Grants and Outreach (SSGO) to postsecondary institutions for the supported grant programs.

## MiSSG User Accounts

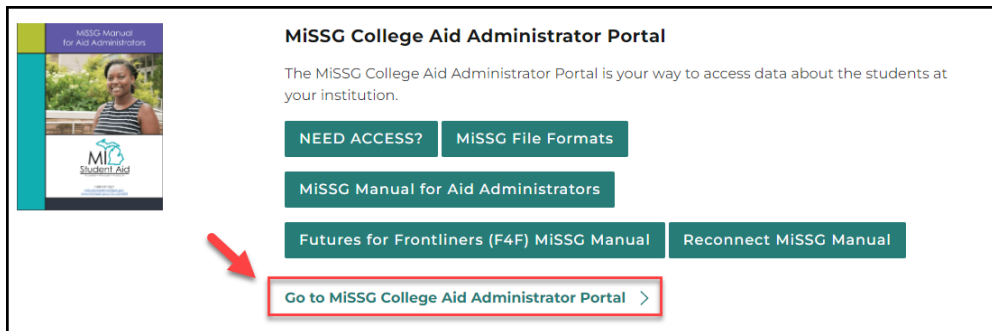
### College Security Access Forms

For college financial aid professionals to have access to MiSSG, they must complete the [College Security Access Form](#) each academic year. A user name and temporary password will be assigned by SSGO and emailed to the authorized MiSSG user.

### Locating MiSSG

Navigate to MiSSG at [michigan.gov/missg](http://michigan.gov/missg).

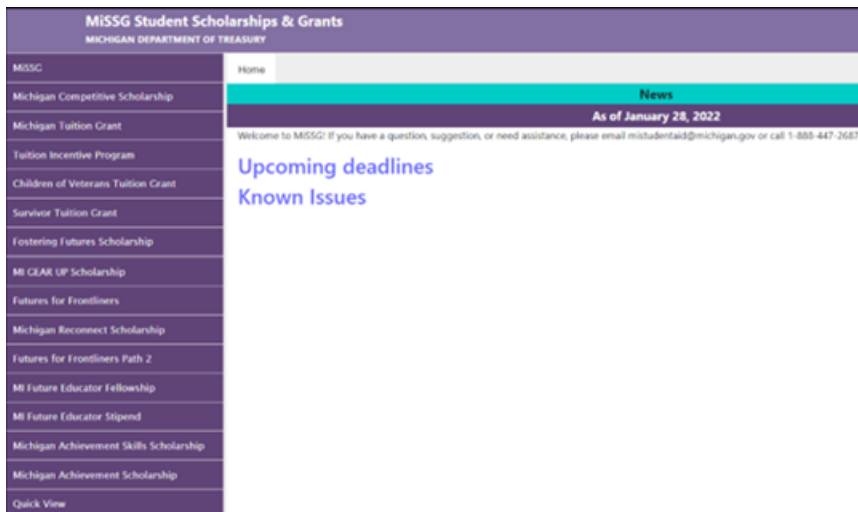
Click the 'Go to MiSSG College Aid Administrator' button.



## MiSSG Features

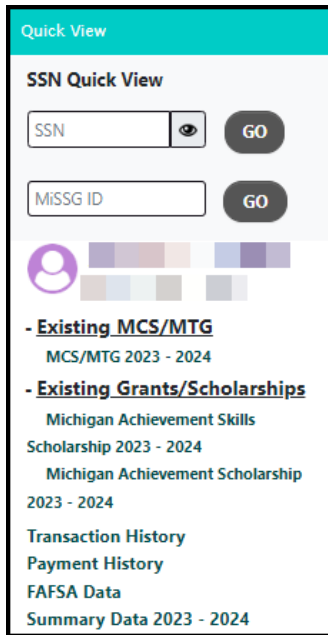
### Home Tab

The Home tab displays MiSSG news and updates frequently, providing timely processing information, deadline dates, etc.



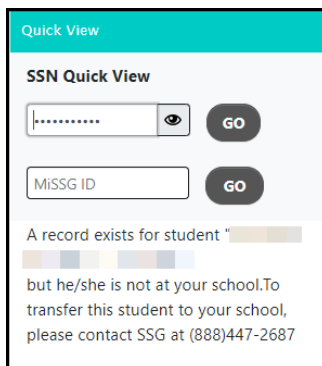
## Using Quick View

To view a student's record in MiSSG, enter the MiSSG ID or Social Security number (SSN) in the Quick View Box and click the 'Go' button. The student **MUST** be listed as enrolled at your institution to use the Quick View feature.



The screenshot shows the 'Quick View' interface with a teal header. Below the header is the 'SSN Quick View' section. It contains two input fields: one for 'SSN' with a toggle eye icon and a 'GO' button, and another for 'MiSSG ID' with a 'GO' button. Below these fields is a blurred student profile picture. Underneath the profile picture, there is a list of links: '- Existing MCS/MTG' (with sub-link 'MCS/MTG 2023 - 2024'), '- Existing Grants/Scholarships' (with sub-links 'Michigan Achievement Skills Scholarship 2023 - 2024' and 'Michigan Achievement Scholarship 2023 - 2024'), 'Transaction History', 'Payment History', 'FAFSA Data', and 'Summary Data 2023 - 2024'.

If a student has not filed a Free Application for Federal Student Aid (FAFSA) or has not updated their current year records in the MiSSG Student Portal by selecting your institution as their school of choice, you will get the following message:



The screenshot shows the 'Quick View' interface with a teal header. Below the header is the 'SSN Quick View' section. It contains two input fields: one for 'SSN' with a toggle eye icon and a 'GO' button, and another for 'MiSSG ID' with a 'GO' button. Below these fields, a message reads: 'A record exists for student ' followed by a blurred name, 'but he/she is not at your school. To transfer this student to your school, please contact SSG at (888)447-2687'.

## Using MiSSG Search Feature

If you do not have a student's full SSN or MiSSG ID, search for the student's information by using MiSSG's Search feature. Click on the 'MiSSG' menu item on the left navigation bar. Then click on 'Search.' You may use as many fields as needed, using additional fields will improve the speed of your search.

**Student Search Criteria**

Unique MiSSG ID

Last Name

First Name

Date of Birth

SSN First 5

SSN Last 4

Phone Number

Email Address

**Additional Search Criteria**

Academic Year

Aid Program

**Sort Criteria**

Sort By

**SUBMIT CRITERIA** **RESET CRITERIA**

Parameters for search fields:

- Last Name – Not case sensitive, but punctuation matters.
- First Name – Not case sensitive, but punctuation matters.
- Date of Birth – Eight digits – mm/dd/yyyy (do not type slashes in date field).
- SSN First 5 – Up to five digits of SSN.
- SSN Last 4 – Up to last four digits of SSN.

Additional Search Criteria

- Select Academic Year from drop down menu.
- Select Aid Program from drop down menu.

Click the 'Submit Criteria' button to begin the search. Below is an example of a search result.

**Search Results**

Found 31 Student Records

Page 1 of 2

| SSN                  | Name | Date Of Birth | Aid Program                             | AC Year     | Eligibility Status | Current Institution |
|----------------------|------|---------------|---|-------------|--------------------|---------------------|
| <input type="text"/> |      |               | Michigan Achievement Skills Scholarship | 2023 - 2024 | Eligible           |                     |
|                      |      |               |   |             |                    |                     |
|                      |      |               |   |             |                    |                     |

# Student Application Features

## Fields Updatable by School Users

Institutions can utilize the student application page to update many fields that can impact student eligibility for Michigan Achievement Skills Scholarship. The following example student includes fields that an Admin 1 school user can edit.

**Michigan Achievement Skills Scholarship**  
Academic Year 2023 - 2024

**Update Application Information**

Lived in Michigan a Year or Longer

HS Grad Year

Earned an Associates or Bachelor's Degree

Maximum Assistance Override

Force Ineligible - ACYear

Force Ineligible - Permanent

Reason for Update

Now Required

SAVE CANCEL

## Blank or Incorrect High School Data

Financial Aid Administrators can add or update a student's high school graduation year once it has been verified by following the [instructional guide](#) provided.

## Michigan Achievement Skills Scholarship Application Status: Eligible and Ineligible Messages

Check the eligibility status of a Michigan Achievement Skills Scholarship student. If the status is 'Eligible,' the student may receive Michigan Achievement Skills Scholarship benefits, so long as all eligibility requirements are met. If the status is 'Ineligible,' one or more of the following reasons will be listed:

**Michigan Achievement Skills Scholarship**  
Academic Year 2023 - 2024

**Status:** Ineligible

**Reason(s):** HS Graduation Date Not on File

## Administrative Override

Student was forced ineligible due to an administrative override.

## High School Graduation Date Not on File

Student must have a high school Grad Month and Year on file.

High School

#### Graduation Year Prior to 2023

Student must have earned a high school diploma or its equivalency in 2023 or after.

#### Ineligible Institution

Student's college or Eligible Training Provider must be an active institution for the Michigan Achievement Skills Scholarship. Ineligible institution flag will appear if no institution is selected.

#### Maximum Assistance

Student can only receive funds up to the maximum years of aid per school type.

#### Non-Michigan Resident

Student must be a resident of Michigan. If a dependent student, parent must be a resident of Michigan.

#### Prior Degree Earned

Student must not have an associate or bachelor's degree.

## Michigan Achievement Skills Scholarship Features

### School Profile

Contact information for institutions is stored in your school profile. It is important to keep this record up to date.

Contact information is program specific. If the institution has different staff working on different State of Michigan programs, the institution will need to provide separate contact information for each program under the School Profile tab.

To view/update the 'School Profile' information for Michigan Achievement Skills Scholarship, click the 'Michigan Achievement Skills Scholarship' menu item on the left navigation bar. Then click on 'School Profile.'



**View School Profile**

**Change Academic Year:** Year 2023 to 2024 ▼

**Academic Year  
2023 to 2024**

**School OECODE** [blurred]

**School Branch** [blurred]

**Vendor ID** [blurred]

**School Name** [blurred]

**Address** [blurred]

**Address2** [blurred]

**City** [blurred]

**State** [blurred]

**Zip Code** [blurred]

**Phone Number** [blurred]

**Fax Number** [blurred]

**Parent Institution**

**Michigan Achievement Skills Scholarship Payment History**

The Payment History section displays information about Michigan Achievement Skills Scholarship payments made to institutions during the selected academic year. The date of the payment, the term the payment was made, and the amount of the payment is provided.

To view Payment History, click the 'Michigan Achievement Skills Scholarship' menu item on the left navigation bar. Then click on 'Payment History.'



| Payment History         |              |                    |   |         |              |                    |
|-------------------------|--------------|--------------------|---|---------|--------------|--------------------|
| Current Balance: N/A    |              |                    | Change Academic Year <span>2023-2024</span> |         |              |                    |
| Academic Year 2023-2024 |              |                    |   |         |              |                    |
| Date                    | Batch Number | Warrant/EFT Number | Program                                     | Quarter | Type         | Payment Amount     |
| 9/22/2023               | FL6400126523 | 202309253684806    | Michigan Achievement Skills Scholarship     | 0       | Fall Payment | \$2,000.00         |
| 9/21/2023               | FL6400126423 | 202309253684805    | Michigan Achievement Skills Scholarship     | 0       | Fall Payment | \$4,000.00         |
| 9/20/2023               | FL6400126323 |                    | Michigan Achievement Skills Scholarship     | 0       | Fall Payment | \$9,000.00         |
| 9/14/2023               | FL6400125723 |                    | Michigan Achievement Skills Scholarship     | 0       | Fall Payment | \$13,968.00        |
| <b>Total:</b>           |              |                    |   |         |              | <b>\$28,968.00</b> |
| <b>CANCEL</b>           |              |                    |   |         |              |                    |

### Michigan Achievement Skills Scholarship Certification

Completing certification through the Online Certification process is a manual process where students are processed individually.

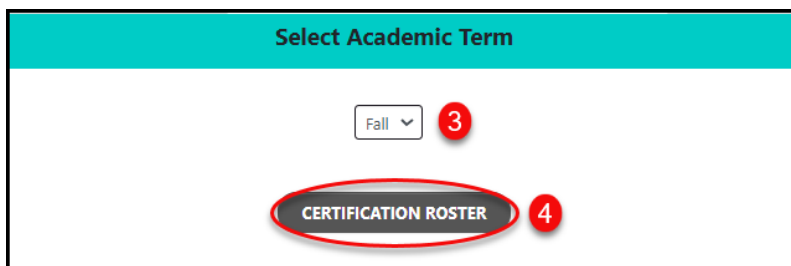
### Michigan Achievement Skills Scholarship Online Certification Request

To begin an online certification, select:

1. 'Michigan Achievement Skills Scholarship' menu item.
2. 'Certification' from the drop-down box.
3. Select the 'Fall' term.

Note: Fall is the default term for all Michigan Achievement Skills Scholarship awards within an academic year.

4. Next click the 'Certification Roster' button.



The roster will show all eligible Michigan Achievement Skills Scholarship students who have indicated your institution as their college of choice for the semester/term selected on their FAFSA or via the MISSG Student Portal.

When certifying a Michigan Achievement Skills Scholarship, you are confirming the student meets the following:

**By certifying this/these student(s), the institution confirms the student(s) is/are meeting the following requirements:**

- **In a non-Pell eligible program or, if they are in a Pell eligible program, have a FAFSA on file.**

To continue the online certification, certifying from Pending to Yes, select:

1. Click the 'Yes' button for the students you want to certify.
2. 'Enrollment Status' is selected from the dropdown.
3. Click the 'SAVE' button.

**2023-2024 Fall Certification Roster  
Michigan Achievement Skills Scholarship**

**1 Students Remaining to Certify**

**!** **As a reminder:** Please save your work often and note you must stay actively engaged on this page!  
When doing so, the expiration time shown will automatically reset. Your current session will expire at 11:59 AM

Filter  APPLY FILTER REMOVE FILTER

⏪ ⏩ Page ⏪ ⏩

*If the Enrollment Status is not updateable for any student listed on the roster, the student was already reimbursed/paid under this Enrollment Status for another aid program. If the Enrollment Status displayed is incorrect, an adjustment must be processed for the other aid program prior to proceeding.*

**By certifying this/these student(s), the institution confirms the student(s) is/are meeting the following requirements:**

- **In a non-Pell eligible program or, if they are in a Pell eligible program, have a FAFSA on file.**

| Certify <span style="color: red; font-weight: bold; border: 1px solid red; border-radius: 50%; padding: 2px 5px;">1</span> | Name | SSN | Enrollment Status <span style="color: red; font-weight: bold; border: 1px solid red; border-radius: 50%; padding: 2px 5px;">2</span> | Award Amount | Additional Options   |
|--|------|-----|--|--------------|--|
| <input type="radio"/> Pending <input checked="" type="radio"/> Yes <input type="radio"/> No                                |      |     | Full-time <input type="text"/>   | \$2,000.00   | <input type="checkbox"/> Reduce Award <input type="text"/> \$ <input type="text"/> |

3 SAVE CANCEL

To continue the online certification, certifying from Pending to Yes (with 'Reduced Award'), select:

1. Click the 'Yes' button for the students you want to certify.
2. 'Enrollment Status' is selected from the dropdown.
3. If the award needs to be reduced, select the box to check 'Reduce Award.'
4. A 'Reason' must be selected from the dropdown when reducing awards.
5. Reduce award amount for the appropriate amount.
6. Click the 'SAVE' button.

2023-2024 Fall Certification Roster  
Michigan Achievement Skills Scholarship

1 Students Remaining to Certify

**As a reminder:** Please save your work often and note you must stay actively engaged on this page!  
When doing so, the expiration time shown will automatically reset. Your current session will expire at 12:19 PM

Filter  **APPLY FILTER** **REMOVE FILTER**

⏪ Page ⏩

*If the Enrollment Status is not updateable for any student listed on the roster, the student was already reimbursed/paid under this Enrollment Status for another aid program. If the Enrollment Status displayed is incorrect, an adjustment must be processed for the other aid program prior to proceeding.*

*By certifying this/these student(s), the institution confirms the student(s) is/are meeting the following requirements:*

- In a non-Pell eligible program or, if they are in a Pell eligible program, have a FAFSA on file.

| Certify   | Name | SSN | Enrollment Status | Award Amount | Additional Options   |
|---|------|-----|-------------------|--------------|--|
| <input type="radio"/> Pending <input checked="" type="radio"/> Yes <input type="radio"/> No |      |     | Full-time         | \$2,000.00   | <input checked="" type="checkbox"/> Reduce Award<br>Exceeds Prog<br>Overaward<br>Other Gift Aid<br>Exceeds Program Cost<br>Other |

**SAVE** **CANCEL**

To continue the online certification, certifying from Pending to No (for the students who do not meet the requirements to receive an award), select:

1. 'No' button for the students.
2. 'Enrollment Status' is selected from the dropdown.
3. No award 'Reason' is selected from the dropdown.
4. Click the 'SAVE' button.

2023-2024 Fall Certification Roster  
Michigan Achievement Skills Scholarship

1 Students Remaining to Certify

**As a reminder:** Please save your work often and note you must stay actively engaged on this page!  
When doing so, the expiration time shown will automatically reset. Your current session will expire at 12:36 PM

Filter  **APPLY FILTER** **REMOVE FILTER**

Page

*If the Enrollment Status is not updateable for any student listed on the roster, the student was already reimbursed/paid under this Enrollment Status for another aid program. If the Enrollment Status displayed is incorrect, an adjustment must be processed for the other aid program prior to proceeding.*

*By certifying this/these student(s), the institution confirms the student(s) is/are meeting the following requirements:*

- In a non-Pell eligible program or, if they are in a Pell eligible program, have a FAFSA on file.

| Certify <b>1</b>  | Name | SSN | Enrollment Status <b>2</b> | Award Amount | Additional Options <b>3</b>   |
|---|------|-----|----------------------------|--------------|---|
| <input type="radio"/> Pending <input type="radio"/> Yes <input checked="" type="radio"/> No |      |     | Full-time                  | \$2,000.00   | <input checked="" type="checkbox"/> No Award <input type="text"/> \$ 0.00 |

**4** **SAVE** **CANCEL**

### Adjustments for Michigan Achievement Skills Scholarship

If an award needs to be adjusted after the certification process is complete, but prior to payment, users can reset the payment status.

1. Enter the student's SSN or MiSSG ID in the 'Quick View' box.
2. Click on 'Michigan Achievement Skills Scholarship 2023-2024.'
3. Scroll down and select 'Reset Payment Status.'
4. Select the checkbox to 'Reset Payment.'
5. Click the 'SAVE' button.

**Quick View**

**SSN Quick View**

SSN   **GO** 1

MiSSG ID  **GO**


 



**- Existing MCS/MTG**  
MCS/MTG 2023 - 2024


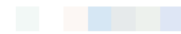
**- Existing Grants/Scholarships**  
Michigan Achievement Skills  
Scholarship 2023 - 2024 2  
Michigan Achievement Scholarship  
2023 - 2024

**Transaction History**  
**Payment History**  
**FAFSA Data**  
**Summary Data 2023 - 2024**

**Application Information**

Current Institution 

Fall Institution  Spring Institution 

Winter Institution  Summer Institution 

---

Lived in Michigan a Year or Longer Yes

Maximum Assistance Override *n/a*

HS Grad Year 2023

Force Ineligible – ACYear *n/a*

Earned an Associates or Bachelor's Degree No

Force Ineligible - Permanent *n/a*

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FAFSA Data (if available)

Degree/Certificate 1st Bachelors Degree


Grade Level 1st Year, Never Attended

Masters Degree No

Bachelors Degree No

**RESET PAYMENT STATUS** 3

**Michigan Achievement Skills Scholarship  
Academic Year 2023 - 2024**

| Reset Payment   | Term | Aid Program                             | Inst Name  | Enrollment Status | Status     | Amount |
|---|------|---|--|-------------------|------------|--------|
| <input checked="" type="checkbox"/> <span style="border: 1px solid red; border-radius: 50%; padding: 2px 5px;">4</span> | Fall | Michigan Achievement Skills Scholarship |  | FullTime          | ReadyToPay | \$0.01 |

5 **SAVE** **CANCEL**

After a payment is processed, a Michigan Achievement Skills Scholarship award may be:

- Increased if the student has remaining eligibility and has not reached their maximum limit.
- Reduced as a result of receiving other aid.
- Refunded as a result of no longer meeting the eligibility requirements.

### Reducing a Michigan Achievement Skills Scholarship Award

To reduce an award already paid, a School User will need to process the following in MiSSG:

1. Enter the student's SSN or MiSSG ID in the Quick View box.
2. Click on 'Payment History.'
3. In the shaded purple area, look for the current academic year for which you need to reduce funds.
4. Click on the payment amount you need to adjust. The amount will be a link to the adjustment screen.

Quick View

SSN Quick View

SSN   1

MiSSG ID

- Existing MCS/MTG  
MCS/MTG 2023 - 2024

- Existing Grants/Scholarships  
Michigan Achievement Skills  
Scholarship 2023 - 2024  
Michigan Achievement Scholarship  
2023 - 2024

Transaction History

Payment History  2

FAFSA Data

Summary Data 2023 - 2024

Academic Year 2023 - 2024 3

| Date       | Program                                 | Institution | Term | Type    | Amount      |
|------------|---|-------------|------|---------|-------------|
| 2023/09/20 | Michigan Achievement Skills Scholarship |             | Fall | Payment | 4 \$2000.00 |

Note: You must have Michigan Achievement Skills Scholarship Administrator 1 user rights to process Michigan Achievement Skills Scholarship refunds.

Example – **Reduced** award due to other financial aid. A student had an outside scholarship in the amount of \$500.

1. Select 'Refund.'
2. Enter 'Payment Adjustment Amount' (in this example, it is \$500, because that is the value of the outside scholarship and the amount the award is being reduced).

3. Click the 'SAVE' button.

**Enter Adjustment**  
Fall 2023 - 2024

School [Redacted]

Program Michigan Achievement Skills Scholarship

Amount Paid 2000.00  
*(including any prior paid adjustments and ready to pay payments)*

Adjustment Type  Disbursement  Refund 1

Payment Adjustment Amount 500 2

3 **SAVE** CANCEL

### Increasing a Michigan Achievement Skills Scholarship Award

To increase an award already paid, a School User will need to process the following in MiSSG:

1. Enter the student's SSN or MiSSG ID in the 'Quick View' box.
2. Click on 'Payment History.'
3. In the shaded purple area, look for the current academic year for which you need to reduce funds.
4. Click on the payment amount to be adjusted. The amount will be a link to the adjustment screen.

Quick View

SSN Quick View

SSN [Redacted] GO 1

MiSSG ID [Redacted] GO

[User Profile Icon]

- Existing MCS/MTG  
MCS/MTG 2023 - 2024

- Existing Grants/Scholarships  
Michigan Achievement Skills  
Scholarship 2023 - 2024  
Michigan Achievement Scholarship  
2023 - 2024

Transaction History

Payment History 2

FAFSA Data

Summary Data 2023 - 2024

| Academic Year 2023 - 2024 <span style="float: right;">3</span> |   |             |      |         |   |
|--|---|-------------|------|---------|---|
| Date   | Program                                 | Institution | Term | Type    | Amount  |
| 2023/09/08   | Michigan Achievement Skills Scholarship |             | Fall | Payment | \$500.00 <span style="float: right;">4</span> |

Note: School Users must have Michigan Achievement Skills Scholarship Administrator 1 user rights to process Michigan Achievement Skills Scholarship refunds.

Example – **Increased** award due to increased tuition/fees.

1. Select 'Disbursement.'
2. Enter 'Payment Adjustment Amount' (in this example, it is \$500 because that is amount it increased).
3. Click the 'SAVE' button.

**Enter Adjustment**  
**Fall 2023 - 2024**

**School**

**Program** Michigan Achievement Skills Scholarship

**Amount Paid** 500.00  
(including any prior paid adjustments and ready to pay payments)

**Adjustment Type**  Disbursement  Refund 1

**Payment Adjustment Amount**  2

3
SAVE
CANCEL

### Year End Refunds

MISSG will net out term payments. The ONLY time you will send a refund check is after the final payment has been made for the academic year and you have received specific communications from SSGO. Institutions must complete a [Refund Worksheet](#) if requested.

### Requesting Reinstatement

A student is on the 'Request Reinstatement' interface if they were certified as 'No' for the term.

1. To request a reinstatement for an award, click the 'Michigan Achievement Skills Scholarship' menu item on the left navigation bar.
2. Then click on 'Request Reinstatement.'
3. Select the 'Fall' term.

Note: Fall is the default term for all Michigan Achievement Skills Scholarship awards within an academic year.

4. Select the checkbox for the student(s) you request to have reinstated.
5. Click the 'Save' button.

**Michigan Achievement Skills Scholarship**

- Award Rules **1**
- School Profile
- Payment History
- Certification
- Request Reinstatement **2**

**Select School and Term**

For Program: Michigan Achievement Skills Scholarship

[Dropdown Menu]

Fall **3**

OK CANCEL

**Request Reinstatement**  
Fall 2023-2024  
Michigan Achievement Skills Scholarship

Total Students: 5

Filter [ ] APPLY REMOVE

| Name | SSN | Reason Not Awarded  | Award Amount | Request Reinstatement             |
|------|-----|---------------------|--------------|-----------------------------------|
| [ ]  | [ ] | Not Enrolled        | 0            | <input type="checkbox"/> <b>4</b> |
| [ ]  | [ ] | Less Than Half-time | 0            | <input type="checkbox"/>          |
| [ ]  | [ ] | Overaward           | 0            | <input type="checkbox"/>          |
| [ ]  | [ ] | Other Gift Aid      | 0            | <input type="checkbox"/>          |
| [ ]  | [ ] | Other               | 0            | <input type="checkbox"/>          |

<< Page 1 of 1 >>

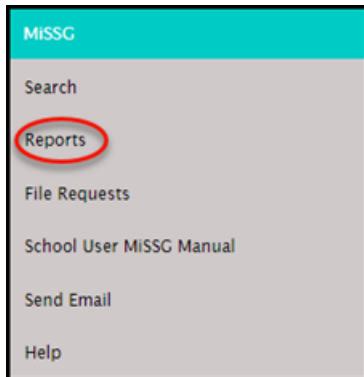
By selecting Save, I am requesting reinstatement for the students selected. If approved these students will be placed back on the certification roster.

**5** SAVE CANCEL

Note: Requesting a reinstatement does not guarantee that an award can then be certified and paid on the account. Once a request is made, it is at the discretion of SSGO whether the award will be released. If the award is released, the student will appear on the certification roster as normal.

## MISSG Reports

To access and view available reports, select the 'MISSG' menu item and click, 'Reports.'



### Activity Reports

#### *Bulk Student Summary Report*

This report contains summary data information including student name, if they are designated at the institution running the report, SSN, UIC, MISSG ID, eligibility status for programs in the selected academic year at the students CURRENT INSTITUTION. Due to the volume of data being collected, this report may take SEVERAL MINUTES to generate.

#### *EFC <= 25000 Report*

Report of students with an EFC of \$25,000 or less AND a HSGradYear of 2023 or higher.

#### *Eligible Students Report*

All eligible students at the institution for the program in the selected academic year, including the payment amount per term. The payment amounts listed have either been paid or are the projected amount to be paid.

#### *Ineligible Students Contact Info Report*

All ineligible students for the program in the selected academic year, including contact information, application information, and the reason(s) for ineligibility.

#### *Ineligible Students Report*

All ineligible students at the institution for the program in the selected academic year, including the reason(s) for ineligibility.

#### *School Totals Report*

All students awarded at the institution for the program in the selected academic year, including the payment amount, broken down by term. The payment amounts listed have either been paid or are the projected amount to be paid. Actual payment amount and the current payment status will update on the report once certification has taken place.

### Rosters

#### *Certification Roster*

All students at the institution in the selected academic year with a payment record in a status of "Ready to Certify" for the program for the term, including the payment amount.

### *Information Roster*

This report contains information including contact information, eligibility status, award amounts and application information for all students at the school for the program in the selected academic year. NOW AVAILABLE - ability to download eligible, ineligible, or all. Generated directly to Excel. Due to the volume of data being collected, this report may take SEVERAL MINUTES to generate.

### *Payment Roster*

All students at the institution in the selected academic year with a payment/adjustment record in a status of "Paid" for the program for the term, including the payment amount.

### *Ready to Pay Roster*

All students at the institution in the selected academic year with a payment record in a status of "Ready to Pay" for the program for the term, including the payment amount.

## **MiSSG Data Management System**

MiSSG provides students, high school counselors, college financial aid personnel, and eligible training providers access to records, applications, and information from MI Student Aid.

### **Personally Identifiable Information and Data Security**

"Personally Identifiable Information (PII)" shall refer to any data elements that could potentially identify a student, parent, or employee, and includes name, address, a personal identifier, such as Social Security number, date of birth, place of birth, etc. as defined in the Family Educational Rights and Privacy Act (FERPA).

When accessing MiSSG, School Users understand that MiSSG data, information, and reports are confidential and should be handled as such. When communicating with MI Student Aid staff regarding students, School Users understand that precautions should be taken to protect PII. This includes the use of MiSSG Student Identifiers (MiSSG ID) in the place of Social Security numbers and date of birth.

As a MiSSG user, School Users agree to take appropriate administrative, technical, and physical safeguards to protect the data from any unauthorized use or access. School Users agree to abide by all State and Federal regulations, including FERPA and will ensure that PII will be transmitted through secure methods only. Data must be encrypted during any transmissions. School Users agree to protect the data and information according to acceptable standards and no less rigorously than their institutions own confidential information. Identifiable level data will not be reported or made public. School Users shall report to the Director of MI Student Aid immediately, if a School User becomes aware of any use or disclosure of the confidential information in MiSSG in violation of any applicable laws.

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