

COMPLETING ENTRANCE COUNSELING

For detailed video instructions on how to complete Entrance Counseling, please visit:
<http://bit.ly/howtoent>

- Go to www.studentloans.gov
 - Log in with your FSA ID

The screenshot shows the StudentLoans.gov website. At the top, there is a navigation bar with "Federal Student Aid" and "StudentLoans.gov" logos, "Log In" and "Español" links, and a "MENU" icon. Below the navigation bar is a banner image of diverse students. A "LOG IN" button is visible in the top right corner of the banner. Below the banner is a navigation menu with four categories: "Undergraduate Students", "Graduate/Professional Students", "Parent Borrowers", and "Repayment & Consolidation". The "Undergraduate Students" category is expanded, showing a list of counseling options: "Complete Entrance Counseling", "Complete Loan Agreement for a Subsidized/Unsubsidized Loan (MPN)", "Complete Financial Awareness Counseling", "Complete Exit Counseling", "Use the Repayment Estimator", "Complete TEACH Grant Counseling", and "Complete TEACH Grant Agreement to Serve". A video thumbnail titled "How To Create An FSA ID" is also visible.

- Select “Complete Counseling (Entrance, Financial Awareness, PLUS, Exit)”
- Select “Start Entrance Counseling”
 - Note: This should be the first type of loan counseling on the list
- Select the school(s) you would like to be notified that you have completed Entrance Counseling
 - Be sure to indicate that you are “completing entrance counseling to receive Direct Loans as an undergraduate student.”
 - Once selected, click continue
- The Entrance Counseling contains 5 sections. You should read each section thoroughly and answer the “Check Your Knowledge” questions about what you have read.
 - If you need assistance, please refer to the video above or contact the Office of Student Financial Services.
- Once completed, print the summary of your counseling for your records. You do not need to hand this in to the Student Financial Services office, we will be notified that you have completed the Entrance Counseling electronically.

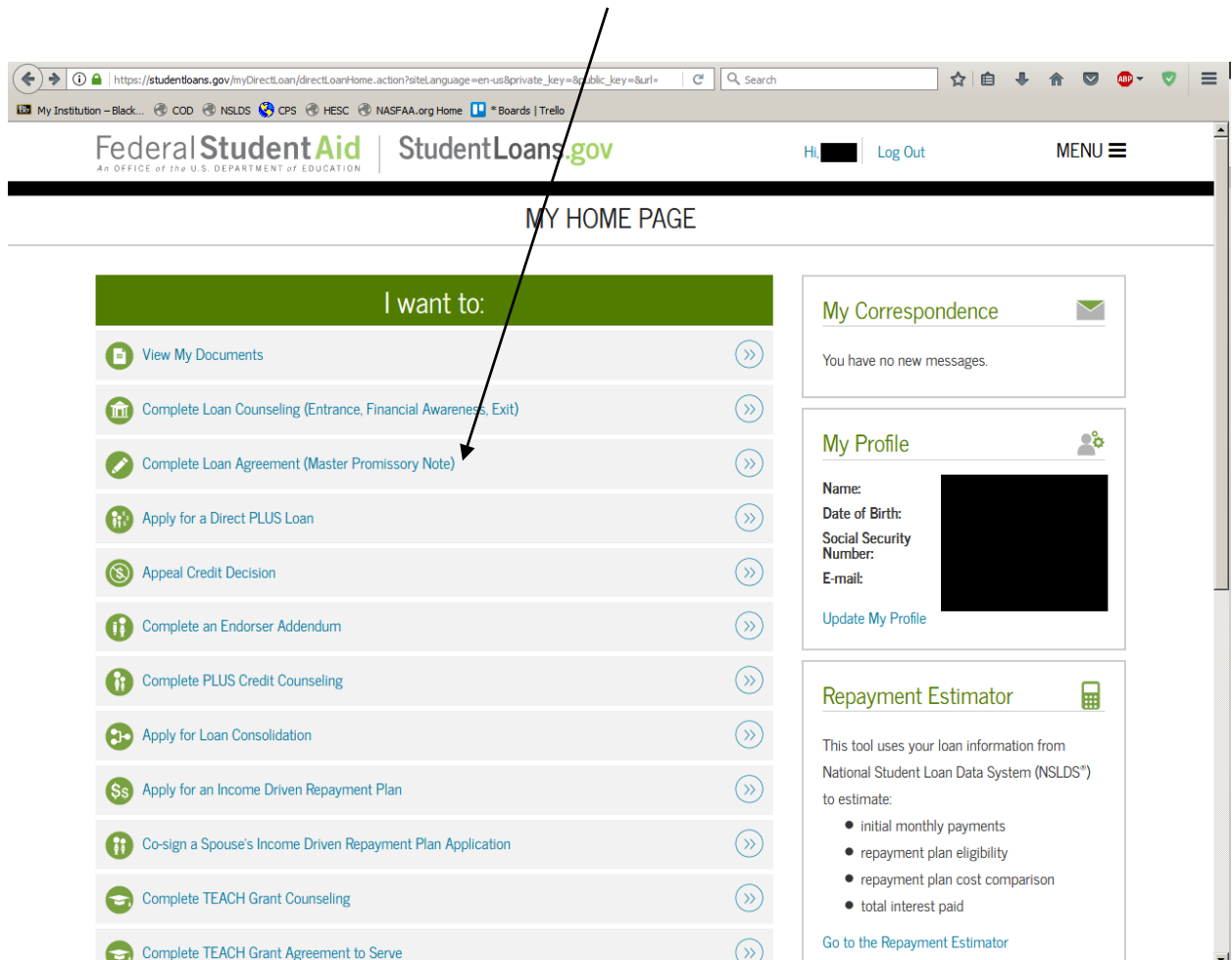
Instructions for how to complete your Master Promissory Note are provided on the back of this sheet.

COMPLETING YOUR MASTER PROMISSORY NOTE (MPN)

For detailed video instructions on how to complete your MPN, please visit:

www.bit.ly/howtompn

1. Go to www.studentloans.gov
 - a. Log in with your FSA ID
2. Select “Complete Loan Agreement (Master Promissory Note)”



- a. Select MPN for Subsidized/Unsubsidized Loans”
 - i. Click Start
3. Enter your information and follow the prompts to complete your MPN.
 4. Once completed, save a copy for your records. We will be notified of the completion electronically.