

Go to <https://studentaid.gov/> to complete the Entrance Counseling and Master Promissory Note.

- a. At the Federal Student Aid (FSA) home page, click on the **Log In** link.
- b. Input your Username and Password, then click Log In.
- c. Click on the **COMPLETE AID PROCESS** drop down menu to select topic
- d. Select **Entrance Counseling**; at the “**I am an Undergraduate Student**”, click on **Start**
- e. Once completed and submitted your Entrance Counseling, go back to the **COMPLETE AID PROCESS** drop down menu
- f. Select **Master Promissory Note (MPN) to Complete Loan Agreement**; at the “**I am an Undergraduate Student**”, click on **Start**
 - You will need reference information for two people with different U.S. addresses who have known you at least 3 years. The first reference should be a parent or legal guardian.
 - Once completed and submitted your **MPN**, go back to the **COMPLETE AID PROCESS** drop down menu
- g. Select **Annual Student Loan Acknowledgment {Recommended}**

Log into your FSA account

Complete and Submit Entrance Counseling:



Complete Your Student Loan Entrance Counseling Requirement



Entrance counseling ensures you understand the terms and conditions of your loan and your rights and responsibilities. You'll learn what a loan is, how interest works, your options for repayment, and how to avoid delinquency and default.

When you're finished, a record of your completion will be sent to the schools you selected, and you can then receive your loan money. Keep in mind that you cannot save and leave an incomplete session; you must complete entrance counseling in one sitting.

Select Your Student Status to Begin

Your school may have different entrance counseling requirements. Check with your school's financial aid office to be sure that the counseling on this Web site satisfies your school's entrance counseling requirements.

If your school requires you to complete and return a written entrance counseling document, download [Entrance Counseling PDF](#).

 <p>I am an Undergraduate Student</p> <p>Entrance counseling for undergraduate students is required if you have not previously received a Direct Subsidized Loan or a Direct Unsubsidized Loan.</p> <p>You're an undergraduate student if you are enrolled in an undergraduate course of study that usually doesn't exceed four years and that leads to an undergraduate degree or certificate.</p>	
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Complete and submit your Master Promissory Note (MPN):



Master Promissory Note (MPN)

The *Master Promissory Note (MPN)* is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of your loan(s).

You may receive more than one loan under an MPN over a period of up to 10 years to pay for your or your child's educational costs, as long as the school is authorized to use the MPN in this way and chooses to do so.

The school will tell you which loans, if any, you are eligible to receive.

Choose the Direct Loan MPN you want to preview or complete

 <p>I'm an Undergraduate Student</p> <p>MPN for Subsidized/Unsubsidized Loans</p> <p>Use this MPN for Direct Subsidized Loans and Direct Unsubsidized Loans available to eligible undergraduate students. Learn More</p>	 <p>OMB No. 1845-0007 • Form Approved</p>
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Complete the Annual Student Loan Acknowledgement:

Complete an Annual Student Loan Acknowledgment for Federal Student Loans

We recommend you complete an Annual Student Loan Acknowledgment each year you accept a new federal student loan. Our goal is to help you understand your loans and how they affect your financial future.

If this is your **first time** accepting a federal student loan, you are acknowledging that you understand your responsibility to repay your loan.



If you have existing federal student loans, you are acknowledging that you understand how much you owe and how much more you are eligible to borrow.

You'll also see other federal student aid information, including the interest rates and repayment options to make managing your student loans easier.

This is not entrance counseling. If your school advised you to complete [entrance counseling](#) provided by Federal Student Aid, you may complete the counseling online.

Select your student status to begin.

If you are a parent, and are taking undergraduate or graduate courses, select the option for your education. Do not select the parent option.

 <p>I'm an Undergraduate Student</p> <p>I have taken out, or will be taking out, Direct Subsidized Loans or Direct Unsubsidized Loans this year as an undergraduate student.</p>	
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