



Instructions for Entrance Counseling and the Loan Agreement for a Subsidized/ Unsubsidized Loan (MPN)

Instructions for Entrance Counseling

1. You will need your verified FSA ID Username and Password, details of your income, financial aid, and living expenses
2. Go to studentaid.gov and on the “Complete Aid Process” tab click “Complete Entrance Counseling”

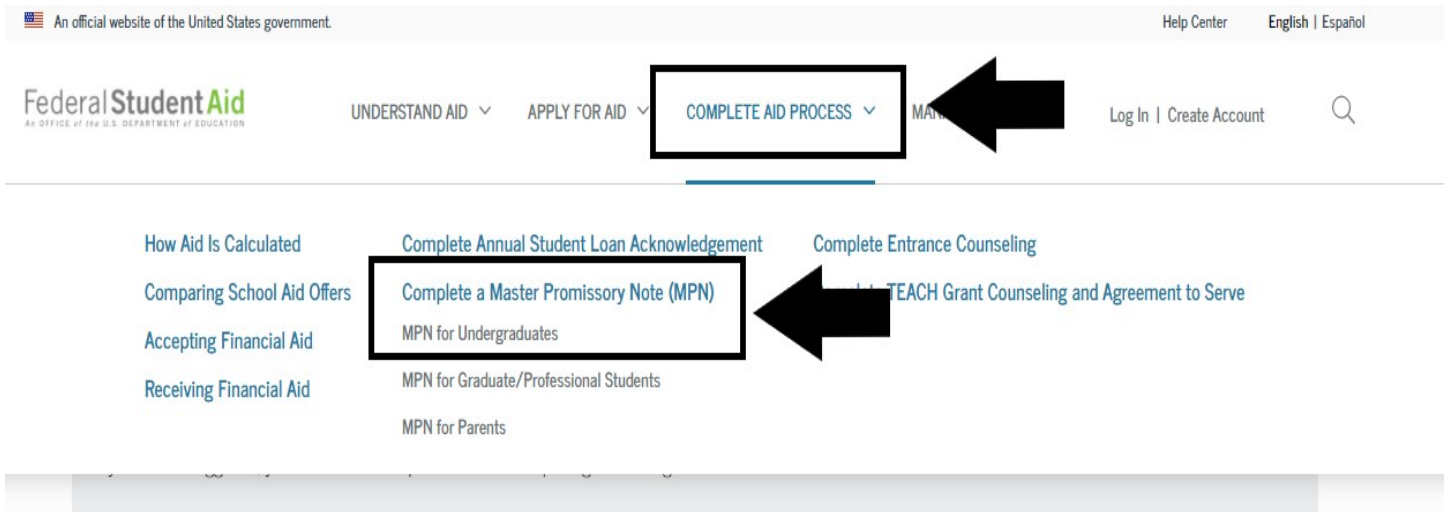
The screenshot shows the Federal Student Aid website. At the top, there is a navigation bar with the Federal Student Aid logo, the text 'An official website of the United States government', and links for 'Help Center' and 'English | Español'. Below this is a secondary navigation bar with tabs: 'UNDERSTAND AID', 'APPLY FOR AID', 'COMPLETE AID PROCESS', and 'MANAGE LOANS'. The 'COMPLETE AID PROCESS' tab is selected and highlighted with a black box and an arrow. Below this tab, a dropdown menu is open, showing several options: 'How Aid Is Calculated', 'Comparing School Aid Offers', 'Accepting Financial Aid', 'Receiving Financial Aid', 'Complete Annual Student Loan Acknowledgement', 'Complete a Master Promissory Note (MPN)' (with sub-links for Undergraduates, Graduate/Professional Students, and Parents), 'Complete Entrance Counseling' (highlighted with a black box and an arrow), and 'Complete TEACH Grant Counseling and Agreement to Serve'. At the bottom of the page, there is a large banner with the text 'The U.S. Department of Education's office of Federal Student Aid provides more than \$120 billion in financial aid to help pay for college or career school each year.' and buttons for 'Log In' and 'Create Account'.

3. Log in using your FSA ID Username and Password

The screenshot shows the 'COMPLETE COUNSELING' page on the Federal Student Aid website. The navigation bar at the top is the same as in the previous screenshot, but the 'COMPLETE AID PROCESS' tab is no longer selected. The main heading is 'COMPLETE COUNSELING'. Below this, there is a message: 'You're currently not logged in! Log in to view your federal student loan data, notify schools of counseling completion, and save proof of your counseling completion. If you are not logged in, you cannot meet requirements for completing counseling.' To the right of this message is a blue 'LOG IN' button, which is highlighted with a black box and an arrow.

Instructions for the Loan Agreement for a Subsidized/Unsubsidized Loan (MPN)

1. You will need your FSA ID Username and Password, reference information for two people with different U.S. addresses who have known you for at least 3 years
2. Go to studentaid.gov and on the “Complete Aid Process” tab click “Complete MPN for Undergraduates”



3. Log in using your FSA ID Username and Password

