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:

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 submit a written entrance counseling document, download Entrance Counseling PDF.

I am an Undergraduate Student

Entrance counseling for undergraduate students is required if you have not previously received a Direct Subsidized Loan or a Direct Unsubsidized Loan.

You are an undergraduate student if you are enrolled in an undergraduate course of study that usually lasts fewer than four years and that leads to an undergraduate degree or certificate.

Complete and submit your Master Promissory Note (MPN):

Choose the Direct Loan MPN you want to preview or complete

I’m an Undergraduate Student

MPN for Subsidized/Unsubsidized Loans

Use this MPN for Direct Subsidized Loans and Direct Unsubsidized Loans available to eligible undergraduate students.

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 responsibilities 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 receive student aid information, including the loan terms and repayment options to make managing your student loans easier.