

Entrance Counseling for Stafford Loans

1. 20-30 minutes to complete.
2. You will need your student - FSA ID. Please create the FSA ID before you begin if you have not done so already at <https://fsaid.ed.gov>. The FSA ID is your electronic signature with the Department of Education.
3. School name.
4. Go to www.studentloans.gov and log in at the blue “LOG IN” button. You *must* use **Internet Explorer** because it is the only browser that is fully compatible with the federal sites. Choose “Complete Entrance Counseling”. Make sure to print the confirmation page when completed.
5. Must be completed in one sitting.

Stafford Loan Master Promissory Note

1. 30 minutes to complete.
2. You will need your Federal Student Aid FSA ID.
3. Personal Information:
 - Permanent Address*
 - Mailing Address (if different from permanent address)*
 - Telephone number*
 - Email address*
4. Employer Information.
5. School name.
6. 2 References:
 - Reference names*
 - addresses*
 - telephone numbers*
 - relationship to student*
7. Go to www.studentloans.gov and log in at the blue “LOG IN” button. You *must* use Internet Explorer because it is the only browser that is fully compatible with the federal sites. Choose “Complete Loan Agreement for the Subsidized/Unsubsidized Loan (MPN)”.