

## DIRECT SUBSIDIZED & UNSUBSIDIZED STUDENT LOANS

### Complete Entrance Counseling and MPN

1. Go to [www.studentloans.gov](http://www.studentloans.gov)
2. Using your FSA ID Username or E-mail Address and FSA ID Password, Log in.
3. Under 'Welcome to StudentLoans.gov', Click on Complete Counseling.
4. Under 'Choose Loan Counseling Type', Click on Entrance Counseling.
5. Complete the Entrance Counseling by following the instructions.
6. Sign and Submit. (please allow at least 30 minutes for completion)

**STEPS 7 THROUGH 9 ARE TO BE COMPLETED IF YOU DO NOT HAVE AN ACTIVE MPN. IF YOU HAVE HAD A DIRECT STUDENT LOAN IN THE LAST 10 YEARS, YOU DO NOT NEED TO COMPLETE.**

7. When you have completed your Entrance Counseling, in the left hand column, under Master Promissory Note, click on Complete MPN.
8. Under 'Subsidized/Unsubsidized MPN', Click on Complete Subsidized/Unsubsidized MPN.
9. Complete the MPN by following the instructions. Sign and submit.