

Steps for the Entrance Loan Counseling & Master Promissory Note



*****THIS IS A VERY IMPORTANT PROCESS IN ORDER FOR YOUR STUDENT LOANS TO BE MEMO/AUTHORIZED TO YOUR ACCOUNT*****

STEP 1: Log onto www.studentloans.gov

Step 2: Log-in with your FSA ID Username and FSA password

Step 3: Select “Complete Loan Counseling (Entrance/Financial Awareness/Exit)

Step 4: Select “Entrance Counseling”, then START

Complete “School to Notify” (on left-hand side)

Select: “I am completing entrance counseling to receive Direct Loans as an undergraduate” (or graduate if it applies)

Proceed to complete the Entrance Loan Counseling session (Carefully read your information as you will be quizzed)

Step 5: Return to MY HOME PAGE

Step 6: Select “Complete Loan Agreement (MPN)”

Step 7: Select MPN for Subsidized/Unsubsidized Loans then START

Proceed to complete the Master Promissory Note (Carefully read your information)

VSU will receive the information electronically and should have the student’s account updated in 3-5 business days excluding peak periods (August 2019 and January 2020).