

Entrance Counseling and Master Promissory Note (MPN) Directions for student:

1. Go to <https://studentloans.gov>
2. Student signs in using your FSA ID that you used when you completed your FAFSA. If you do not remember that ID, go to <https://fsaid.ed.gov/npas/index.htm> for assistance in retrieving that information.

Entrance Counseling – reading information, answering questions to acknowledge the student loan debt your about to incur.

3. Click on Entrance Counseling to begin reading through information.
4. You will find a discussion of expenses. Please enter the amounts for your scholarships, grants, work-study, and loan information. This is found on your award letter.
5. Enter the estimated monthly income you feel you will earn once you graduate. Hit your tab key and then move down to the check your knowledge question.
6. Keep moving on through the questions until the end. Then click on Submit Counseling, this completes your Entrance Counseling, this will automatically be submitted to Brescia.

Master Promissory Note (MPN) - legal document in which the student promises to repay loan(s) and any accrued interest/fees.

7. Click on Complete Master Promissory Note to enter information about yourself.
8. Select KY and Brescia University. Then click on continue at the bottom of the page.
9. You will find several boxes with plus signs (+) you MUST click on each of these. As you click on each one move down the page.
10. Complete Section G, to acknowledge your loan.
11. Verify the information on the screen, complete the name section at the bottom of the screen and sign. You have now completed your Master Promissory Note (MPN), and this information will automatically be submitted to Brescia.
12. You should now logout.

The screenshot shows the StudentLoans.gov website. At the top, it says "Federal Student Aid" and "PROUD SPONSOR of the AMERICAN MIND™". The navigation tabs include "My Account", "Getting Loans", "Tools and Resources", "Managing Repayment", "FAQs", and "Contact Us". A "Log in to StudentLoans.gov" box is visible with a "Log In" button. Below the navigation, there are four main categories: "Undergraduate Students", "Graduate/Professional Students", "Parent Borrowers", and "Repayment and Consolidation". The "Undergraduate Students" section includes "Student Loan Process" and "What Can I Do When I Log In?". The "Graduate/Professional Students" section includes "What Can I Do When I Log In?". The "Parent Borrowers" section includes "What Can I Do When I Log In?". The "Repayment and Consolidation" section includes "Watch to Learn More!". On the right side, there is a "Welcome to StudentLoans.gov" section with a message: "Before you begin, verify that your personal information is up to date." and a list of services: "Complete Counseling", "Complete a Master Promissory Note", "Request a Direct PLUS Loan", "Endorse a Direct PLUS Loan", "Complete Direct Consolidation Loan Application and Promissory Note", "Complete Income-Driven Repayment Plan Request", "Co-sign Spouse's Income-Driven Repayment Plan Request", and "I am not sure (we will ask you a series of questions to direct you)".

*** Your Loan will not be processed until the paper Federal Direct Loan Request form is submitted with your signature.** If you need another form they are available at www.brescia.edu/2018-2019-financial-aid-documents.