



What do I do after turning in a Loan Offer Request Form (LOREQ)?



Entrance Loan Counseling | Master Promissory Note

1

Creating an FSA.ID

If you have already created one, please proceed to section 2.

In your web browser go to [FSAID.ED.GOV](https://fsaid.ed.gov)

In the 'Create an FSA.ID' Tab enter in your information. Create a username and password, and enter your e-mail address.

Note: Students and parents must use **SEPARATE E-mails**. Click **Continue**.

- ◆ Enter your name, date of birth, Social Security number, contact information, and challenge questions and answers.
- ◆ If you have a Federal Student Aid PIN, you will be able to enter it and link it to your FSA ID. You can still create an FSA ID if you have forgotten or do not have a PIN.
- ◆ Review your information, and read and accept the terms and conditions.
- ◆ Confirm your e-mail address using the secure code, which will be sent to the e-mail address you entered when you created your FSA ID.

2

Completing your MPN and Entrance Loan Counseling

In your web browser go to [Studentloans.gov](https://studentloans.gov)

- ◆ Click the "Log In" Button located on the top right side of the screen
- ◆ Enter your NEW FSA.ID and Password

Completing an MPN

- ◆ Once logged in, select "complete a master promissory note"
- ◆ Select "complete subsidized/ Unsubsidized MPN"
- ◆ Complete ALL 4 Sections of the form:
 - ◆ 1. Information
 - ◆ 2. References
 - ◆ 3. Terms & Conditions
 - ◆ 4. Review and Sign

Completing Entrance Counseling

- ◆ Once logged in, select Complete Counseling
- ◆ Select: Start entrance counseling
- ◆ Select EGSC and complete as an undergraduate student.
- ◆ Complete ALL 5 Sections of this form:
 - ◆ 1. Understanding Your Loans
 - ◆ 2. Managing Your Spending
 - ◆ 3. Plan to Repay
 - ◆ 4. Avoid Default
 - ◆ 5. Making Finances A Priority
- ◆ Review and submit.

FAILURE TO COMPLETE MPN AND ELC WILL RESULT IN YOUR LOANS NOT DISBURSING