

# Direct Loan Paperwork ...for Students

## As the Student borrower you will need...

- Your Department of Education issued FSA ID (the same FSA ID used for the FAFSA). Go to [FSAID.ed.gov](https://fsaid.ed.gov) to retrieve your FSA ID immediately if you have forgotten, or to apply for a FSA ID. As of May 10, 2015 the PIN was discontinued.
- Your social security number, date of birth, and driver's license number.
- Two personal references (full name, address, and telephone number) whom you have known for at least three years. Each reference provided must reside at a different U.S. address as well as different from the student's address.
- Approximately 30 minutes to complete.

## Log-in

- <https://studentloans.gov>

In the upper right of the screen click on the  button to begin and fill in the required information. Once you have confirmed your information, select what you would like to do by clicking on...



Complete Loan Counseling (Entrance, Financial Awareness, Exit)

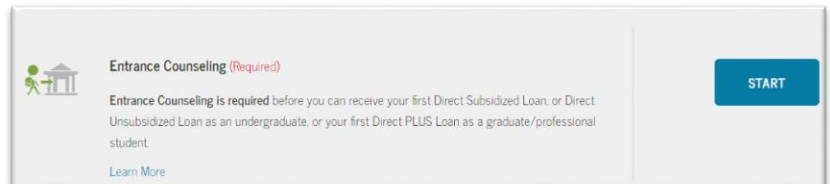


## Complete Counseling

- Entrance Counseling

### Step 1: Counseling Type

Click on "Start" to begin.



Entrance Counseling (Required)

Entrance Counseling is required before you can receive your first Direct Subsidized Loan, or Direct Unsubsidized Loan as an undergraduate, or your first Direct PLUS Loan as a graduate/professional student.

[Learn More](#)

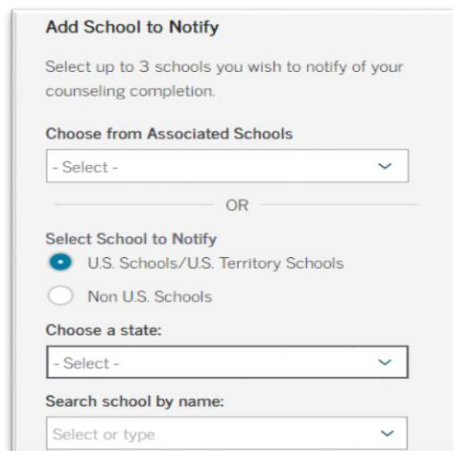
**START**

### Step 2: School Information

Select "Indiana" and "Trine University"

from the drop down boxes and

click "Notify This School".



**Add School to Notify**

Select up to 3 schools you wish to notify of your counseling completion.

**Choose from Associated Schools**

- Select -

OR

**Select School to Notify**

U.S. Schools/U.S. Territory Schools

Non U.S. Schools

**Choose a state:**

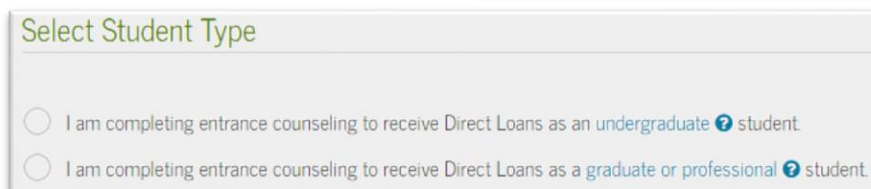
- Select -

**Search school by name:**

Select or type

### Step 3:

### Student Type



**Select Student Type**

I am completing entrance counseling to receive Direct Loans as an undergraduate student.

I am completing entrance counseling to receive Direct Loans as a graduate or professional student.

**CONTINUE**

## **Step 4: Counseling Session/Quiz**

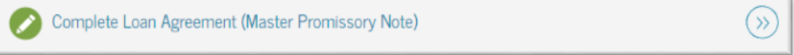
You will now answer a series of questions to finish the entrance counseling. You will see this when you have finished.

ENTRANCE COUNSELING SUMMARY

you have successfully completed Entrance Counseling!

It is **IMPORTANT** you continue and complete the MPN after you complete this step!!!

At the end of Step 4, click on... →



**MPN**

- Complete your MPN in Four Steps.

Click start to begin →

## **Step 1: Information**

Complete the requested information such as home phone number, address driver's license number, etc.

## **Step 2: References**

Complete both (2) required references and click "Continue".

NOTE: References must reside at different addresses.

## **Step 3: Terms & Conditions**

Read and review the terms and conditions, check the box to indicate that you have reviewed the information and then click "Continue".

## **Step 4: Review & Sign**

The final step is to make sure all information is correct. Your name must be entered exactly as it was when you signed up for your FSA ID, this includes capitalization. Next, electronically sign your (the student's) MPN by clicking the "Sign" button.

**You have completed your Direct Loan Entrance Counseling and Master Promissory Note. Trine University will receive notification electronically within 5-7 business days. If after that point you receive notification we have not received the paperwork, please contact our offices at 800.347.4878.**