

How Do I Secure My Federal Direct Student Loan?

Here are the step by step instructions for securing your federal student loan. Before your loan can be processed and funds credited to your student account, you will need to complete *both* Entrance Counseling and E-sign your master promissory note.

Step 1: Entrance Counseling

Please visit: www.studentloans.gov

Then: In 'Manage My Direct Loan' click the 'Sign In' green tab.

*You will need your (student) FAFSA pin number.

As soon as you sign in please verify that all your personal information is up to date and select your preference for future correspondence.

Once you have confirmed your information you are asked 'what do you want to do?'. You will need to Click:

 Complete Entrance Counseling

You will need to read the information and complete the questions at the end of every page.

Once you have completed Entrance Counseling the following will appear:

**Congratulations! You have successfully completed Entrance Counseling for
Direct Loan Subsidized/Unsubsidized/Perkins Loan Type.**

Next you will have the following options:

- ▶ You can view and download completed Counseling Verification Page (for your records)
- ▶ You can submit a Master Promissory Note

Step 2: Complete your Master Promissory Note

Click on: You can submit a Master Promissory Note

Click on: **What You Need** - lists the information you need to complete the master promissory note (please read: Very Important)

And then click:

Select the type of loan you would like to receive:

Subsidized/Unsubsidized
(Federal Direct Loans available to undergraduate or graduate/professional students)

To verify that the promissory note has been submitted correctly: when you review the 2nd promissory note, the very last page will have the date and time the note was completed.

* If you do not remember your FAFSA pin number please visit: www.pin.ed.gov. Please click 'Request a Duplicate Pin' link on the left side bar.

For further help – check our web page 'News About Loans' on www.merrimack.edu/finaid or call Direct Loan Customer Service @ [1.800.557.7394](tel:18005577394)

Thank you from the Office of Financial Aid Staff at Merrimack College for taking care of this very important matter.

Have a great summer!!!