



LOAN INFORMATION AND INSTRUCTIONS FOR COMPLETING THE MASTER PROMISSORY NOTE AND ENTRANCE LOAN COUNSELING

The Master Promissory Note (MPN) is designed to include both the William D. Ford Direct Subsidized and/or Unsubsidized Loan(s) on the same note and covers loans received for up to ten academic years. The amount of your loan(s) is the amount indicated on the Award Notification and is not shown on the promissory note. The US Department of Education will send a Disclosure Statement that details the loan amounts, disbursement dates and other important information.

**** First time recipients of a Federal Direct Loan must sign a Master Promissory Note (MPN) only once, but all students are encouraged to participate annually in Student Loan Entrance Counseling before loans funds will be disbursed.**

Please complete these requirements in **TWO** separate processes at www.StudentLoans.gov as follows:

--sign in (use the same FSA ID used to file your FAFSA)

--click on "Complete Counseling", then "Entrance Counseling" and follow instructions (process available immediately)

--click on "Complete Master Promissory Note" then select "Subsidized/Unsubsidized Loan" and follow instructions

Our Financial Aid Office will receive electronic notification that you have completed the on-line Promissory Note and Loan Entrance Counseling.

Facts concerning your loan(s) are:

1. **First time freshmen** receiving a loan for the first time are **subject to a 30-day first disbursement delay** (first disbursement of the loan will be paid to the student's account 30 days after the beginning of their first term).
2. All federal student **loans must have two disbursements**. Loans processed for the full academic year will be paid to the student's account in two disbursements; one at the beginning of fall and one at the beginning of spring. Loans processed for only one semester will be paid to the student's account in two disbursements; one at the beginning of the semester and one half-way through the semester.
3. New borrowers (students who receive their first loan on or after July 1, 2013) may receive, in total subsidized loans, **up to 150 percent of the published length of the student's current educational program** (example: if in a 2-year degree, student could receive subsidized loan for 3 years). Once the student reaches that limit, he or she may borrow only unsubsidized loans, and interest begins to accrue on the student's outstanding subsidized loan.

Interest rates are **fixed at 3.76% for subsidized and 3.76% for unsubsidized loans** received for the 2016-2017 year.

5. Original amounts of loans are based on **assumed full-time enrollment** (12 hours) but can be adjusted for less than full-time (not less than half-time), if eligible, upon notification to the Financial Aid Office by the student.
6. There is a **1.069% processing fee** deducted from the loan by the Department of Education. The net disbursement is the amount that will be credited as payment to your account.
7. **Repayment begins** 6 months after you leave school or drop below half time enrollment.
8. You may **view your loan information on line** at www.nsls.ed.gov You will need your social security number, first two letters of your last name, date of birth and PIN (same one as above) to log on.