Go to STUDENTLOANS.GOV

Click “Sign In” and use FAFSA pin number.

If you do not remember your FAFSA PIN you may request a duplicate of that pin by clicking on the pin.ed.gov link below the sign in button. Then click on “Duplicate Pin” from the left side menu.
Please confirm that your personal information is displayed correctly.

Click on “Complete Counseling”
Click “Start” under Entrance Counseling.

Choose Loan Counseling Type
A counseling session will take at least 30 minutes to complete. You must complete the counseling in a single session. You cannot save a partially completed counseling session.

- Entrance Counseling
  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.

- Financial Awareness Counseling
  Financial Awareness Counseling provides tools and information to help you understand your financial aid and how you manage your finances.
  Complete this counseling anytime.

- Exit Counseling
  Exit counseling is required when you graduate, leave school, or drop below 60% enrollment. Exit counseling provides important information you need to prepare to repay your federal student loan(s).
  At the end, you’ll need to provide the name, address, e-mail address, and telephone number for your next of kin, two references who live in the U.S., and current or expected employer (if known).

Useful Information to Have

Were you looking for TEACH Grant Counseling?
The TEACH Grant Agreement to Serve can be completed on the TEACH Grant Web site.
TEACH Grant Initial and Subsequent Counseling can be completed on the TEACH Grant Web site.
TEACH Grant Exit Counseling can be completed on the TEACH Grant Web site.

If you are applying for a loan- DO NOT COMPLETE EXIT COUNCELLING AT THIS TIME.
Next, you will want to complete the Master Promissory Note. Click on “Complete Master Promissory Note” under next step.

*The Master Promissory Note (MPN) is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of your loan(s). Unless your school does not allow more than one loan to be made under the same MPN, you can borrow additional Direct Loans on a single MPN for up to 10 years.

Parent borrowers must complete an MPN for each student.

The entire MPN process must be completed in a single session, so be sure you have enough time before you start to get it completed. It generally takes about 30 minutes.
Then click on “Subsidized/Unsubsidized”

Complete the MPN and Submit.

Make sure that you view the entire MPN (click on all the + signs to view MPN before signing.)

You must submit your MPN when finished.

Once your loan has been certified you will receive an award letter from WCCC stating the amounts and approximate disbursement dates of the loan.

You should receive an email confirming that you completed your application for a loan in approx. 24 hours.
If you want to make sure that your MPN was completed and submitted properly, click on Completed MPNs in the left-hand menu for confirmation. If you see an entry similar to the one below you’re good.

If you have any further questions please email me at kramerc@wccc.edu