

# STEPS TO ACCEPTING A FEDERAL DIRECT LOAN

## STEP ONE

**GO TO:** [www.studentloans.gov](http://www.studentloans.gov)

\*Sign in using your (the student) Social Security Number, Date of Birth, First 2 letters of last name, and PIN (4 digits)

## COMPLETE THE ENTRANCE COUNSELING QUIZ

\*If you do not already have a degree, then you are an Undergraduate student

## STEP TWO

## STEP THREE

**FILL OUT THE MASTER PROMISSORY NOTE**

\*This is for the Subsidized/Unsubsidized loan and only needs to be done once

\*If Parents want to apply for a Parent PLUS Direct Loan, they need to follow step 1 with their information, fill out an application, and if approved, complete step 3 for the PLUS loan.

\*Please call Brooke Stanley at 304-865-6077 or Justin Boyce at 304-865-6034 in the Financial Aid Office with any questions

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