

3 Basic Steps to Accept Federal Loans

To receive your loans, you **MUST** be enrolled in at least **6** credits

STEP 1

ENTRANCE COUNSELING

Sign in to **studentloans.gov**
using your **FSA ID**

Select **Complete Entrance
Counseling**

Select **Minnesota and
Century**, and then select
Notify This School

For **Select Student Type**,
indicate you are completing
entrance counseling to
receive loans as an
undergrad student

STEP 2

MASTER PROMISSORY NOTE

Sign in to **studentloans.gov**
using your **FSA ID**

Select **Complete Loan
Agreement (MPN)**

Under **MPN for
Subsidized/Unsubsidized
Loans**. Click **START**.
(Note: If you have received
Direct Loans, previously, you
may not need to complete
another MPN)

STEP 3

LOAN REQUEST

Log into **e-Services**, Select
Financial Aid, then the
Loans tab, and then the
Loan Application

Determine the amount you
want to borrow for the
academic year and click
submit. The total amount
borrowed will be split equally
and disbursed in two
separate payments. **Loan
certification takes up to 7
business days to process.**