FEDERAL DIRECT STAFFORD LOAN PROCESS

Step 1. go to www.studentloans.gov

Step 2. Click the Log in Button

Step 3. Log in using your Username and Password.

Once you log into the website, select your language & communication preference. You will then need to complete both steps A & B below.

Part A. Federal Loan Counseling – this is required by the Department of Education.

Step 1. Click the first option “Complete Entrance Counseling”

Step 2. Follow the instructions provided by the website

Be sure to choose Huntingdon College as a school & we will be notified electronically when you complete the Counseling. You will receive a confirmation number indicating you have completed the process.

Step 3. Once you have completed Entrance Counseling Click “My Account” (on top left of tool bar) to return to the main page

Part B. Direct Loan Master Promissory Note- this is the legal document that secures the funding for your loan

Step 1. Click the second option “Complete Master Promissory Note”

Step 2. Select “Subsidized/Unsubsidized”

Step 3. Fill in the blanks and follow the instructions provided on the website. We will be notified electronically when you have completed this process. You will receive a confirmation number indicating you have completed the process.