INSTRUCTIONS TO APPLY FOR A FEDERAL DIRECT LOAN

As a first-time borrower of a Federal Direct Loan, you will need to complete **two steps** in order to receive your loan funds: Entrance Counseling and Master Promissory Note (MPN). You need only complete these steps *once* during your undergraduate career.

Please visit the web site [www.studentloans.gov](http://www.studentloans.gov). Click the green “Log In” button. You will need a Federal Student Aid (FSA) ID, which can be created from within the studentloans site. If you’ve already created but have forgotten your FSA ID, you will find assistance at the following URL: [https://studentaid.ed.gov/npas/index.htm](https://studentaid.ed.gov/npas/index.htm)

We suggest that you allow at least 30 minutes for the log-in and completion process.

**Please note: The Federal Direct Loan(s) will be credited to your tuition account only after you have completed both the Entrance Counseling and the Master Promissory Note.**

Students whose loan funds cannot be disbursed because these two steps have not been completed will be responsible for any resulting balance due on their tuition accounts.

If you have any questions about your loan amount or borrowing options, please contact the Office of Financial Aid (finaid@colgate.edu or 315-228-7431). If you have questions about repayment terms or deferment/forbearance options, please contact the Federal Student Aid Information Center at 800-433-3243.

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