



Federal Direct Loan Entrance Counseling and Master Promissory Note Instructions

All students, including current students, who plan to borrow Federal Direct loans **MUST** complete Federal Direct Loan Entrance Counseling and a Master Promissory Note (MPN) before those funds will disburse. To complete and sign, follow the instructions below:

- Go to <https://studentaid.gov>
- Select "Sign In" – Using your FSA ID/Password
- Click on the drop-down menu under "Loans and Grants" on the toolbar
- Select "Loan Entrance Counseling"
- Click the "Start" button next to your current level (Undergraduate = Certificate/Associates/Bachelors **OR** Graduate = Masters)
- Make sure to choose Montana State University Northern as your school to notify
- When counseling is done select "Sign your Master Promissory Note" under 'What's Next After Entrance Counseling' at the bottom of the page
- Click the "Start" button next to your current level (Undergraduate = Certificate/Associates/Bachelors **OR** Graduate = Masters {Grad students choose MPN for Subsidized and Unsubsidized Loans})
- Continue until MPN is complete (make sure to choose MSUN as the school to notify)
- When MPN is complete you should get a congratulations page and be able to view a PDF

If you have questions regarding the process
please contact our office toll free at
800-662-6132.