

# FEDERAL DIRECT STUDENT LOAN

CCAD participates in the Federal Direct Student Loan program, which provides long-term, low-interest loans to students. The U.S. Department of Education is the lender for these loans.

For general information about the Direct Loan program visit [www.studentaid.ed.gov/sa/types/loans/subsidized-unsubsidized](http://www.studentaid.ed.gov/sa/types/loans/subsidized-unsubsidized)

**IMPORTANT:** For 2019–2020 all new borrowers will need to complete a Federal Direct Loan Master Promissory Note (MPN) and entrance counseling online. **Students who have previously borrowed Federal Direct Student Loans at CCAD only need to complete Step Three below.** Students who have not borrowed Federal Direct Student Loans at CCAD must complete all three steps.

## INSTRUCTIONS TO COMPLETE YOUR MPN AND APPLY FOR YOUR LOAN

**Important:** To complete the first two steps, you will need your social security number, your date of birth, and your Department of Education FSAID (the same FSAID used to complete your FAFSA). If you don't know whether you have a FSAID, you can easily check the status of your FSAID or request a duplicate at [fsaid.ed.gov](http://fsaid.ed.gov).

### STEP ONE: Complete the Student Loan Entrance Counseling online.

All students are required to complete entrance loan counseling online. Go to the Direct Loan website, [www.studentloans.gov](http://www.studentloans.gov), log in using your FSAID, then click on "Complete Loan Counseling (Entrance)." Complete the "Entrance Counseling session."

### STEP TWO: Complete a Loan Agreement (MPN) online.

- (a) Additional information you will need to complete your Federal Direct Loan MPN includes:
- (i) Your driver's license number (if you have one).
  - (ii) Two personal references with their full name, address, and telephone numbers. Each reference must have a U.S. address that is not the same as the student's address, and the two references must not reside at the same address.
- (b) Go to the Direct Loan website, [www.studentloans.gov](http://www.studentloans.gov), log in using your FSAID, click on "Complete Loan Agreement (MPN)," and then click on "MPN for Subsidized/Unsubsidized Loans." Fill in and submit the necessary information.

Steps One and Two should take approximately 30 minutes each. Allow time to complete each step in a single session. If you exit the website before completing a step, you will be required to begin that step again when you return.

After each step is completed, the Financial Aid office at CCAD will receive an electronic notification.

### STEP THREE: Accept your Federal Direct Student Loan.

Review the award letter you received from CCAD. Complete the application for a Federal Direct Student loan (see [reverse side of this form](#)). Return your completed loan application form to the Financial Aid office at CCAD.

To protect you, federal regulations require CCAD to process the total amount of your Federal Direct Subsidized Student Loan before processing any Federal Direct Unsubsidized Student Loan eligibility.

After all three steps are completed; the Financial Aid office will be able to process your Federal Direct Student Loan(s). If you have any questions, contact us by phone at **614.222.3295** or by email at [financialaid@ccad.edu](mailto:financialaid@ccad.edu).

