How to Request a Student Loan

Log in to E-Services student account.

From the menu on the left, click ‘Financial Aid’ then click ‘Loans’

This will bring you to the screen below

You must complete the Entrance Counseling and Master Promissory Note before your loan funds will apply to your account. Don’t forget to complete them, along with the loan application. Instructions for Entrance Counseling and Master Promissory Note are on the back of this sheet.

To continue to loan application, click the Next button.

For the loan application, select whether you would like the full amount for the loan period or the reduced amount for the loan period.

After selecting your loan amount, click Next button and follow prompts to finalize and submit loan application.

*Note: The loan period is the academic year. Any amount you place in reduced loan amount will be divided in half, giving you half that amount for Fall and half that amount for Spring.
Login to www.studentloans.gov

Once you have logged in, you will need to complete these 2 items from the main page:
- Entrance Counseling
- Master Promissory Note

Be sure to complete and submit both the Entrance Counseling and the Master Promissory Note.

Your loan will not process completely without them on file.

They will be uploaded into our system, which may take a few days after you submit them.

**FINAL CHECK! Did you...**

- Complete and submit the loan application within E-Services?
- Complete and submit the Entrance Counseling at www.studentloans.gov?
- Complete and submit the Master Promissory Note at www.studentloans.gov?