**PLEASE NOTE:**

- Students borrowing under the Federal Direct Student Loan Program for the first time are required to complete *BOTH* Entrance Counseling and a Master Promissory Note (MPN).
- Students can borrow on a single MPN for up to 10 years so this process will not need to be repeated in subsequent years of enrollment as an undergraduate at Trinity.
- Entrance counseling is required, as the name implies, at entrance to the loan program and also does not need to be repeated in subsequent years.
- Funding will not be disbursed to your Trinity student account until all steps are complete.

**STEP 1: Sign In**

Open your browser to [https://studentloans.gov](https://studentloans.gov) and click *Sign In*. You will need to enter your (the *Student*):
- Social Security Number
- First Two (2) Characters of Last Name
- Date of Birth (mm/dd/yyyy)
- Federal Student Aid Pin

**STEP 2: Entrance Counseling**

- Click on Complete Entrance Counseling
- Complete Steps 1-4: Counseling Type, Guidelines, School Information, Counseling Session/Quiz

**STEP 3: Master Promissory Note**

- Click on Complete Master Promissory Note
- Select subsidized/unsubsidized
- Complete Steps 1-4: Personal Information, Personal References, Terms & Conditions, Review & Sign

If you need assistance in completing the loan application process, please contact Application Services for Federal Direct Loans at (800) 557-7394.