

## Request for a Direct Loan

In effort to increase students' awareness about borrowing and debt, AU requires all students to inform Student Financial Service how much, if any, of their Direct Loan eligibility they want applied to their account.

- \* Students can accept the full amount of their eligibility, a portion, or decline the loan award(s) through the "Finances" section of AccessAU.

## Entrance Loan Counseling (ELC)

1. The ELC process typically takes 30 minutes to complete.
2. You will need your FSA ID. This is used as your electronic signature for Department of Education documents. You should have already created this prior to completing the FAFSA.
3. School Name Anderson University, IN / School code – 001785
4. Go to *studentloans.gov* and log in with the green button.
5. Make sure to print, or save a digital copy, of the confirmation page for your records when completed.
6. ELC must be completed in one sitting.
7. Additional information:
  - \* The U.S. Department of Education requires that every student complete ELC the first time they borrow a federal direct loan.
  - \* If you are a transfer student who borrowed while attending another institution, ELC does not need to be repeated, but you must add AU's school code, 001785.

## Master Promissory Note (MPN)

1. Your MPN will take approximately 30 minutes to complete.
2. You will need your FSA ID.
3. Personal information noted below will be requested.
  - \* Permanent address
  - \* Mailing address (if different from permanent address)
  - \* Telephone number
  - \* Email address
4. For PLUS loans, employer information will be required.
5. School Name – Anderson University, IN / School code – 001785
6. Two references are required. One must be a parent or legal guardian and the other is one who does not live at your permanent address. Below is the information to have ready to complete the section.
  - \* Reference names
  - \* Permanent addresses
  - \* Telephone numbers
  - \* Relationship to student
7. Go to *studentloans.gov* and log in with the green button. Once signed in, select "Sign Master Promissory Note."
8. Additional information:
  - \* The MPN is a legal document in which students promise to repay their loan(s) and any accrued interest and fees to the U.S. Department of Education.