

Federal Direct Loan Entrance Counseling & Master Promissory Note Directions

Step 1: Entrance Counseling

1. Go to <https://studentaid.gov/> and log in using FSA login information. ****Must use Firefox or Chrome****
2. Select *Complete Aid Process*
3. Select *Complete Entrance Counseling*
4. Select *Start* for Entrance Counseling
5. Under Schools to Notify - Select school information by choosing *Ohio, Hondros College*, and select *Notify this School*
6. Select Counseling Type as Undergraduate and then the continue button.
7. Review the information and answer the Check Your Knowledge questions.
8. Continue to each section
9. Once each section is completed, Select Submit Counseling.

Step 2: Master Promissory Note

1. Go to <https://studentaid.gov/> and log in using FSA login information.
2. Select *Complete Aid Process*.
3. Select *Start MPN* for Subsidized/Unsubsidized Loans.
4. Enter in the information requested
 - a. Under Schools to Notify - Select school information by choosing *Ohio, Hondros College*, and select *Notify this School*.
5. Enter information for 2 references and continue.
6. Review that all information is correct.
7. Review and sign Master Promissory Note, select *Sign & Submit*.

Direct Loans cannot be disbursed until the MPN and Entrance Counseling have been completed.