


Instructions:

Federal Direct Subsidized/Unsubsidized Loan Entrance Counseling and Master Promissory Note

Please note that Entrance Counseling is used as a tool to insure that you understand the terms of borrowing federal student loans. All of the information needed to complete the counseling can be found within the counseling itself.

Please follow the step-by-step instructions below:

1. Go to www.studentaid.gov and click “Log In” at the upper right-hand corner of the page.
2. Log in using your Federal Student Aid (FSA) ID. This is the same log in information you use to complete the FAFSA.


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Log In

FSA ID Username, Email, or Mobile Phone

[Forgot My Username](#)

Password


SHOW PASSWORD ⊗

[Forgot My Password](#)

Log In

OR

3. At the top of the page hover your cursor over “Complete Aid Process” and select “Complete Entrance Counseling.”


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UNDERSTAND AID ▾
APPLY FOR AID ▾
COMPLETE AID PROCESS ▾

Section Overview

How Aid is Calculated

Comparing School Aid Offers

Accepting Financial Aid

Complete Master Promissory Note


Subsidized/Unsubsidized Loan MPN

Grad PLUS MPN

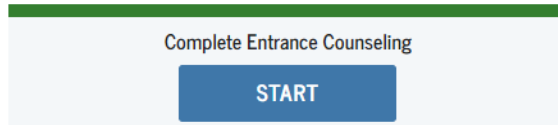
Parent PLUS MPN

Complete Entrance Counseling

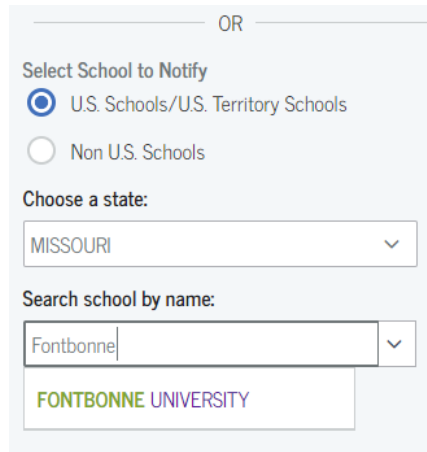
Get a TEACH Grant



4. Select “Start” under “Complete Entrance Counseling” to begin.





5. For school selection drop down to select Missouri and Fontbonne University.

A screenshot of a form titled "OR" at the top. Below the title is the section "Select School to Notify". There are two radio buttons: the first is selected and labeled "U.S. Schools/U.S. Territory Schools", and the second is unselected and labeled "Non U.S. Schools". Below this is the label "Choose a state:" followed by a dropdown menu showing "MISSOURI". Underneath is the label "Search school by name:" followed by a search box containing "Fontbonne" and a dropdown arrow. Below the search box is a list of search results, with "FONTBONNE UNIVERSITY" highlighted in green and purple.

6. Click “Notify this School”.

7. Select that you are an undergraduate student and click “Continue”.

Select Student Type

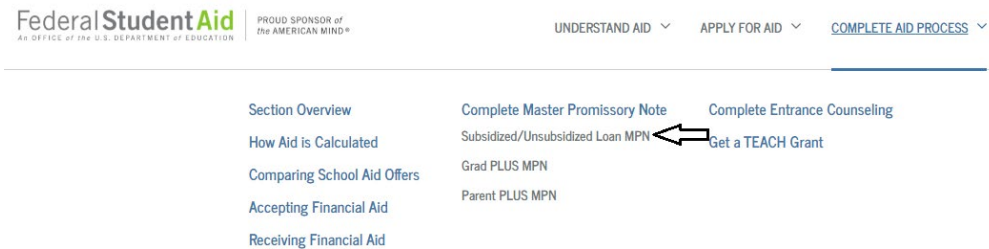
- I am completing entrance counseling to receive Direct Loans as an undergraduate  student.
- I am completing entrance counseling to receive Direct Loans as a graduate or professional  student.

Continue

8. Follow the instructions on the screen to complete the Entrance Counseling. Note that all the information needed to complete Entrance Counseling are found within the counseling itself.

Once you have complete Entrance Counseling, you will need to complete the Master Promissory Note (MPN)

- Once again, hover your cursor over “Complete Aid Process” and under “Complete Master Promissory Note” select “Subsidized/Unsubsidized Loan MPN” and Click “Start.”



- Make sure to complete all required fields and click continue at the end of each page until your MPN is complete. Don't forget to add Fontbonne to receive your Electronic MPN.

School Information

Select School to Notify

- U.S. Schools/U.S. Territory Schools
 Non U.S. Schools

Choose a state:

- Select -

Search school by name:

Select or type

✓ The school you selected is participating in the electronic Master Promissory Note (MPN) process.

School Name:
FONTBONNE UNIVERSITY

School Code/Branch:
G02464

School Address:
6800 WYDOWN BOULEVARD
SAINT LOUIS, MO 631053098

[Remove this school](#)

- Once at the end, review all of your information and submit.
- Both Entrance Counseling and Master Promissory Note will be submitted to Fontbonne electronically.

Your federal student loans will not be disbursed until both Entrance Counseling and Master Promissory Note are complete. If you have any issues or need assistance, please contact the Office of Financial Aid.