


Guide to Completing Student Loan Requirements

1. Log into <https://studentaid.gov/> using your FSA ID: 

- a. You may retrieve your FSA ID from <https://studentaid.gov/> if you do not remember your username and password.
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2. To Complete Entrance Counseling:

- a. Click on the Loans and Grants top-down
 - b. Choose Loan Entrance Counseling choose to complete the counseling as an undergraduate student.
 - c. Read the information presented and answer the questions. Once your counseling is completed and submitted, UIW will receive the results electronically in 1-2 business days.
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3. To Complete Master Promissory Note (MPN)

- a. Click on the Loans and Grants top-down
- b. Choose Master Promissory Note (MPN) choose to complete the MPN as an undergraduate student.
- c. Complete your personal information, references, review the information, and then sign and submit. UIW will receive the results electronically in 1-2 business days. The MPN may show as completed in our system until your loan has been originated (after you are enrolled and your aid file is complete).

To Apply for the Parent PLUS Loan (optional)

The PARENT will log in [application as a](#) [parent of a student](#)



- c. Enter required information and submit you will instantly be given a credit decision.
- d. UIW will receive the results electronically and process the loan as indicated in [application](#). Contact the [Office of Financial Assistance](#) for questions on your loan status.