Instructions to Complete **Entrance Counseling** for Subsidized and/or Unsubsidized Loans

Go to studentloans.gov

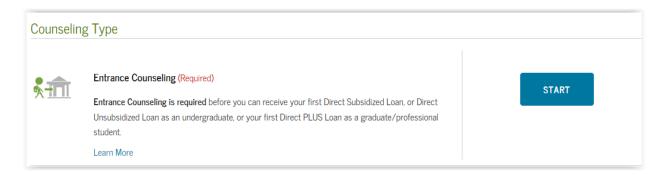
LOG IN using your Federal Student Aid ID (FSAID). This would be the same FSAID that you used to sign your FAFSA. If you can't remember your FSAID, you can request a duplicate at <u>fsaid.ed.gov</u> or call 1-800-557-7394.



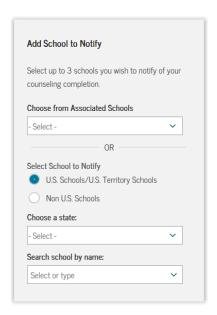
After your sign in, Select Complete Loan Counseling



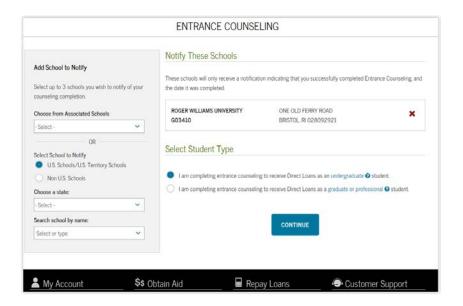
Click the **START** button to the right of **Entrance Counseling** (Required)



Select **Roger Williams University in Bristol, Rhode Island** as the school to be notified when you complete the counseling.



Select your **Student Type** (undergraduate or graduate/professional). Click **CONTINUE** and complete the counseling.



Instructions to Complete Master Promissory Note (MPN) for Subsidized and/or Unsubsidized Loans

Go to studentloans.gov

LOG IN using your Federal Student Aid ID (FSAID). This would be the same FSAID that you used to sign your FAFSA. If you can't remember your FSAID, you can request a duplicate at fsaid.ed.gov.

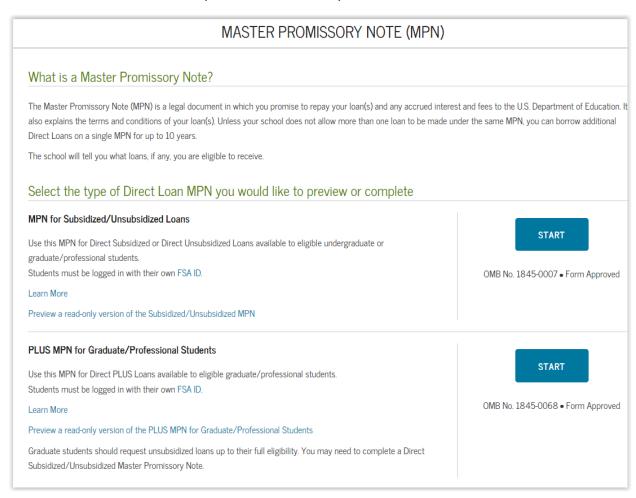


After your sign in, select Complete Loan Agreement (Master Promissory Note).

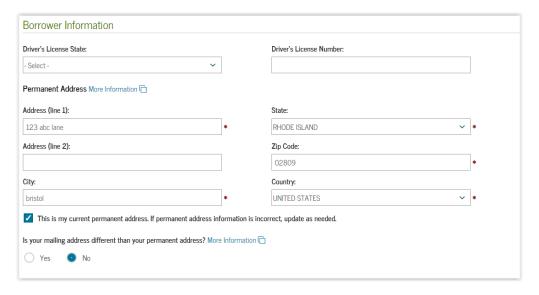


Click the START button to the right of MPN for Subsidized/ Unsubsidized Loans.

- a. The same Master Promissory Note (MPN) is used for both Subsidized and Unsubsidized Loans.
- b. The MPN is retained by the loan servicer throughout your education at RWU.
- c. Additional loans you take out in future years will be added to this MPN.



Complete the Master Promissory Note



Select **ROGER WILLIAMS UNIVERSITY** as the school to be notified of your MPN completion.

Enter Borrower Information followed by reference information.

- a. References cannot share the same address or phone number
- b. References cannot have a non-US address
- c. You must have known the reference for at least 3 years
- d. If the reference does not have a phone number, enter N/A

Review the terms and conditions then click "Continue" Review the document then enter your name and click "Sign"

- a) You must click "HTML Version" hyperlink to view the completed MPN
- b) Make sure to print your confirmation page and keep it for your records

If you have any questions, please contact the Financial Aid Office at 401-254-3100 or 800-458-7144 x3100.