



OFFICE OF  
FINANCIAL AID

## William D. Ford Direct Loan Master Promissory Note & Entrance Counseling

Every student new to Husson University **must** complete a **master promissory note (MPN)** and **entrance counseling** regardless if they have borrowed loans before at another school. Please follow the instructions below to complete this process.

The Department of Education realizes that many students are first time borrowers. This is a special program meant to inform students about loan conditions such as: repayment options, deferring payments, differences between federal loans, and some general information about financial planning to try and minimize debt. This is an excellent educational opportunity for both students and their families.

1. Please go to **www.studentloans.gov**, and sign in using your FAFSA info, including your student PIN number.
2. Click "Complete Counseling"
3. Under "Choose Loan Counseling Type" select "Entrance Counseling"
4. Under "School State" select Maine, and then under "School Name" select Husson University.
5. Click "Notify this School"
6. Click "I am completing entrance counseling to receive loans as an undergraduate student" and then click "Continue"
7. Read through information and answer the questions along the way. **Be sure to enter information under all tabs.**
8. Once you complete the Entrance Counseling **PRINT** the confirmation page for your own records.
9. Scroll to the bottom of the page and click "Complete a Master Promissory Note"
10. Click on Subsidized/Unsubsidized.
11. Fill in all Personal Information and School Information as requested.
12. When completing the references section of your MPN, **PAY CLOSE ATTENTION TO THE DIRECTIONS IN THE GRAY BOX AT THE TOP OF THE PAGE.** Failure to provide valid references will result in a rejection of your MPN, and a delay in your loan funds.
13. You must read each section of the terms and conditions and click check box at bottom of page to continue.
14. Review information entered, enter your name at the bottom of the page, and then click "Sign"
15. You must review the pop-up version of the document and click "Submit"
16. In the last screen, **PRINT** the Master Promissory Note for your own records.