



Dear USF Student:

This letter is in regards to the Direct Unsubsidized, Subsidized and/or Direct PLUS Loan you accepted at University of St. Francis. All new borrowers must complete an Entrance Counseling, Annual Student Loan Acknowledgement and a Master Promissory Note at <https://studentaid.gov/>.

The Entrance Counseling- ensures you understand the terms and conditions of your loan and your rights and responsibilities. You will learn what a loan is, how interest works, your options for repayment, and how to avoid delinquency and default. You will also need a copy of your financial aid offer letter and a breakdown of your tuition and fees. You must complete entrance counseling in one sitting. You cannot save and leave an incomplete session.

The Annual Student Loan Acknowledgement-is required each year you accept a direct loan. If this is your first time accepting a federal student loan, you are acknowledging that you understand your responsibility to repay your loan. If you have existing federal student loans, you are acknowledging that you understand how much you owe and how much more you are eligible to borrow. You will need to know your degree type and field of academic program to complete this form.

The Master Promissory Note (MPN) - is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of your loan(s). You will need two references with different US address. You may receive more than one loan under the MPN over a period of up to 10 years to pay for your educational costs. Schools determine which loan you are eligible to receive.

Each of these requirements will take about 15 to 30 minutes to complete. You will need your FSA ID username and password to log in and start the process. University of St. Francis Financial Aid Services department will receive your completed information from Direct Loan within 48 hours. Please call our office toll-free at 866-890-8331 if you have any questions or need assistance in completing these requirements or other questions regarding your Federal Direct Loans.

Sincerely,

Financial Aid Services