



**Federal Direct Loan Required Documents
Step by Step Instructions
*Student Borrowers***

The Student who will be accepting Federal Direct Loans will need to complete certain documents in order for the Federal Direct Loans to process legally and properly.

The student must complete a **Master Promissory Note (MPN) and an Entrance Counseling form.**

These documents are available **online at www.studentaid.gov**. Use either *Firefox* or *Google Chrome* web browser **only**.

PLEASE REFER TO THESE DIRECTIONS WHEN YOU ARE READY TO GO ONLINE TO COMPLETE THESE DOCUMENTS.

STUDENTS BORROWERS:

Will need the following items to complete the subsidized/unsubsidized MPN and the Entrance Counseling Form:

- Your legal address, date of birth and social security number (have cards with you so no errors are made).
- Your US Department of Education (FAFSA) **FSA User ID**. A student borrower who does not have a **FSA User ID** can create one via the www.fsaaid.gov web site.
- Driver's License Number (if applicable).
- Names, addresses and phone numbers of two personal references.
- You must have known the references for at least three (3) years.
- References cannot share the same address or phone number.

Direct Loan Master Promissory Note (MPN) Instructions:

- Go to www.studentaid.gov
- Sign in using the student's **FSA User ID** and **Password**.
- Click loans and grants at the top of the page
- Click Master Promissory Note – MPN hyperlink from the dropdown menu
- The first option is “I’m an Undergraduate Student” – click start
- Enter your personal information and verify emails and phones as prompted.
- Select the school state and school name information (PA, Thiel College, and Federal School Code 003376) from the drop down boxes.
- Enter your personal reference information – references cannot have the same address or phone number
- Read all sections of the MPN terms and conditions.
- Review all information for accuracy
- Enter your name and click on the “Sign and Submit” box.
- Please note you do not need to print a copy of the MPN, your signature is authenticated when you click on the “Sign Box”.
- You will receive an email from the US Department of Education confirming MPN was received.
- Click on the HTML Version to view your MPN.
- When you have completed this process, you may go to home page and start process for Entrance Counseling.

Direct Loan Entrance Counseling Form Instructions:

- Follow steps 1,2,and 3 as above
- Click loans and grants
- From the drop down menu select complete entrance counseling



- The middle of the page says “Next Steps” – select step #5 – “Complete Entrance Counseling”
- You will need to click on the words “first loan”
- In the box that says “I am an Undergraduate Student” --Select Start and then Continue on the next page.
- Select “search for school” and enter the school state and school name information (PA, Thiel College, and Federal School Code 003376) from the drop down boxes.
- Estimate the Cost of Your Education – Start
- Read the information presented and complete the “Check your Knowledge” sections
- Be sure to click Submit at the end of the review!
- When you have completed the Entrance counseling, you will see a statement informing you that you have successfully completed the process.
- You may close the web site.

There is no need to print and send copies to Thiel.

The college will receive these documents electronically if they are completed correctly.

Thiel College, 75 College Ave, Greenville, PA 16125 Email: dowens@thiel.edu

Federal Student Loan Origination Fees

To provide relief to student loan borrowers during the COVID-19 emergency, interest is being temporarily set at 0% on federal student loans. This 0% interest and suspension of payments will last from March 13, 2020, through at least August 31, 2022, but you can still make payments if you choose.

	October 1, 2022 - September 30, 2023	October 1, 2023 - September 30, 2024
Direct Stafford Loan - Subsidized (Undergraduate Students)	1.057%	1.057%
Direct Stafford Loan - Unsubsidized (Undergraduate Students)	1.057%	1.057%

Federal Student Loan Interest Rates (Fixed)

	July 1, 2022 and June 30, 2023	July 1, 2023 and June 30, 2024
Direct Stafford Loan - Subsidized (Undergraduate Students)	4.99%	5.50%
Direct Stafford Loan - Unsubsidized (Undergraduate Students)	4.99%	5.50%

**Interest rates and fees will be updated as final figures are received*