

Federal Direct Unsubsidized Loan Information and Instructions

The Federal Direct Unsubsidized Loan Program provides long-term, low-interest loans for students, borrowed directly from the U.S. Department of Treasury. A completed and submitted FAFSA is required to receive a Federal Direct Unsubsidized Loan.

Information needed to begin:

- Federal Student Aid (FSA) Username and Password. To create the new FSA Username and Password, go to: <https://fsaid.ed.gov>;
- Your Social Security number, driver's license number and date of birth;
- Two personal references with their full names, addresses and telephone numbers. Each reference provided must have a U.S. address that is not the same as the student's address. The two references may not reside at the same address.

Step 1: Accept the Federal Direct Unsubsidized Loan

The student must review their Financial Aid Award on their MyFSTStudent Portal and accept all or a portion of their Direct Unsubsidized Loan. The accepted amount is equally disbursed per Fall and Spring semesters. **Federal regulations require the total amount of the Federal Direct Unsubsidized Loan eligibility be accepted before any Federal Direct Graduate PLUS Loan.**

Step 2: Complete the Federal Entrance Loan Counseling – First Time FST Borrowers Only

- **If this is the first time you are applying for a Federal Direct Unsubsidized Loan at FST, you are required to complete the Graduate Entrance Loan Counseling online at <https://studentloans.gov>.**
- If you are a continuing FST student with a prior Federal Direct loan, you have already completed this process and do not need to complete it again.
- On the main screen, sign in by clicking on the green "Log In" box and provide your FSA Username and Password. Then click "Complete Loan Counseling", click "Start" beside "Entrance Counseling", and select **Graduate or Professional** student. Continue until complete. Check completed documents in "View My Documents".

Step 3: Complete a New Electronic Loan Agreement (Master Promissory Note) – New Borrowers Only

- **A completed Loan Agreement (Master Promissory Note) is required in order for the funds to be released to the school.** This process may take an estimated 30 minutes. Allow time to complete the entire process in a single session.
- Go to <https://studentloans.gov> to complete a new Electronic Loan Agreement (Master Promissory Note).
- Click on "Complete Loan Agreement (Master Promissory Note)". Click on "Start" beside "MPN for Subsidized/Unsubsidized Loans" to complete the following steps:
 - Enter Personal Information, state and school,
 - Provide Two Personal References,
 - Review Terms and Conditions of the Loan,
 - Review Personal Data Entered and Sign the MPN electronically.Print a copy of the MPN for your records. Check completed documents in "View My Documents".