SUNYUlster
Ulster County Community College

Federal Direct Stafford Loan Cover Sheet

INSTRUCTIONS:
1. Complete the FAFSA application.
2. Complete, sign, and return this form to the Financial Aid Office.
3. Go to **www.studentloans.gov** to complete your entrance counseling and sign your electronic Master Promissory Note (e-MPN). (*If you completed Entrance counseling for 2015-2016 and previously completed a Master Promissory Note, you do not need to complete one again.*)

Name: _____

Social Security #: _____

For Office Use Only
FA__ SP__ SU__ SE__
Created: _____
Sent: _____
MPN: _____
Guarantee: _____
Received: _____
Released: Y N _____

PLEASE NOTE: *Loans will be processed for Fall/Spring. Contact the financial aid office if you require processing other than a Fall/Spring loan. Loan funds will be applied to any outstanding balance owed to SUNY Ulster prior to issuance of a refund check.*

Please check the type(s) of loan you are requesting.

_____ Subsidized Federal Direct Stafford Loan (federal government pays the interest while you are in school, *if you are eligible*)

_____ Unsubsidized Federal Direct Stafford Loan (interest accrues while you are in school)

Loan Amount: $ _____ *(Check your loan eligibility amounts for the YEAR at: portal.sunyulster.edu)*

Dependent Students	Base Amount	Additional Unsubsidized Loan
Freshman	$3,500	$2,000
Sophomore	$4,500	$2,000

Independent Students *and* Dependents Students Whose Parents are denied a PLUS Loan	Base Amount	Additional Unsubsidized Loan
Freshman	$3,500	$6,000
Sophomore	$4,500	$6,000

I authorize the Financial Aid Office at SUNY Ulster to process my loan on my behalf.
(Please sign and date below.)

Signature: _____ **Date:** _____

Return completed form to:

Ulster County Community College • Office of Financial Aid • Stone Ridge, NY 12484
• Telephone (845) 687-5058 • Fax (845) 687-5172

SUNY Ulster
Ulster County Community College
Office of Financial Aid
Vanderlyn 105
Stone Ridge, N.Y. 12484

Dear Student Borrower:

The next step for you to apply for your Federal Direct Stafford Loan is to complete your Entrance Counseling and e-MPN (electronic Master Promissory Note) at www.studentloans.gov. *(If you completed Entrance counseling for 2015-2016 and previously completed a Master Promissory Note, you do not need to complete one again.)*

The on-line interview will take approx**i**mately 20 minutes. When you have completed the Entrance Interview, you can then complete the e-MPN (electronic Master Promissory Note).

NOTE: THE ENTRANCE INTERVIEW MUST BE COMPLETED BEFORE COMPLETING THE MASTER PROMISSORY NOTE.

To begin the process:

1. Go to www.studentloans.gov
2. Under *Manage My Direct Loan*, click on: *Sign In using your Federal Student Aid ID.*
3. Complete the sign in information
4. Click on: *Complete Entrance Counseling* and follow steps 1-4
5. After successfully completing your entrance counseling, click on: *Submit a Master Promissory Note* (located at the bottom of the page). Then select *Subsidized / Unsubsidized*.
6. After completing all the above steps, the school will receive notification that you have completed your Entrance Counseling and your e-MPN.

If you have any questions, stop by or call the Financial Aid office at 845-687-5058. Computers are available for student use in the financial aid office.

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Office of Financial Aid
Vanderlyn 105
Stone Ridge, NY 12484

Exit Counseling Interview Procedure

Follow these easy steps to complete your Exit Counseling Interview
For your Federal Stafford Loan

1. Go to **www.StudentLoans.gov**.
2. Sign In, using your Federal Student Aid ID.
3. Click on "Complete Counseling."
4. Select "Exit Counseling" and click Start.
5. Follow the step-by-step instructions to complete the exit counseling interview process.
6. Print the Confirmation page for your records.

The financial aid office will receive notification electronically that you've completed your loan exit counseling interview. If you have any questions call the Financial Aid office at (845) 687-5058.
Thank You.