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Federal Direct Stafford Loan Cover Sheet

INSTRUCTIONS:

1. Complete the FAFSA application at **www.studentaid.gov**
2. Complete, sign, and return this form to the Financial Aid Office.
3. Go to **www.studentaid.gov**, Hover over **Complete Aid Process**: You will need to *Complete a Master Promissory Note (MPN)* and *Complete Entrance Counseling*. Your Direct Stafford Loan Cover Sheet **cannot** be processed until these have been completed.
(If you completed Entrance counseling for 2020-2021 and previously completed a Master Promissory Note, you do not need to complete one again.)

Name: _____

Social Security #: _____

I will be attending the **(check all that apply)**

- _____ Fall 2021 Semester
 _____ Spring 2022 Semester
 _____ Summer 2022 Semester

PLEASE NOTE: Loans will be processed for the semester(s) you are attending (at least half-time). If attending the Fall and Spring semesters, your requested loan amount will be divided by both semesters. If attending the Summer semester (and would like to request a loan for the Summer) a separate Cover Sheet will need to be submitted. 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 for the YEAR at: portal.sunyulster.edu)

Dependent Students	Maximum Subsidized	Additional Unsubsidized
Freshman	\$3,500	\$2,000
Sophomore	\$4,500	\$2,000

Independent Students and Dependent Students whose parents are denied a PLUS Loan	Maximum Subsidized	Additional Unsubsidized
Freshman	\$3,500	\$2,000
Sophomore	\$4,500	\$2,000

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



Dear Student Borrower:

The next step for you to apply for your Federal Direct Stafford Loan is to complete your Entrance Counseling and Master Promissory Note (MPN) at www.studentaid.gov.
(If you completed Entrance Counseling and Master Promissory Note for the previous year, you do not need to complete them again.)

The online counseling will take approximately 20 minutes. When you have completed the Entrance Counseling, you can then complete the MPN.

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

To begin the process:

1. Go to www.studentaid.gov
2. Log In using your FSA ID (the same ID and password you use for your FAFSA)
3. Hover over the option that says *Complete Aid Process*, click on: *Complete Entrance Counseling*
4. Click on the **Start** button, follow the prompts.
Our school name is *Ulster County Community College*
When you are done with the entrance counseling, move on to steps 5-6.
5. Hover over the option that says *Complete Aid Process*, click on: *Complete a Master Promissory Note*
6. Click the **Start** button to the right of where it says "MPN for Subsidized/Unsubsidized Loans" and follow the prompts.

After completing all the above steps, the school will receive notification that you have completed your Entrance Counseling and your MPN.

If you have any questions, email (financialaid@sunyulster.edu) or call (845-687-5058) the Financial Aid office. Computers are available for student use in the financial aid office.