Federal Direct Entrance Counseling and Master Promissory Note

Directions: Students that choose to borrow from the Federal Direct Stafford Loan Program will need to complete the required Federal Direct Entrance Counseling and Master Promissory Note (MPN) by completing the steps below:

Step 1: Entrance Counseling:

• Go to www.studentloans.gov and click Log In
• Enter Your Username and Password, if you do not have one, create one at www.fsaid.ed.gov

• Click "Complete Counseling"
• Click the "Start Entrance Counseling"
• Enter the School State "Massachusetts" and School Name "Benjamin Franklin Institute of Technology"

• Click "Notify this School"
• Read each paragraph and answer the questions in every purple box
• Once you have completed the Entrance Counseling print a copy for your records this is a requirement set by the Federal Government, explaining the loan program and your rights and responsibilities. The session will take about thirty minutes to complete.

It is not necessary to print a copy of your Entrance Counseling for BFIT. The Department of Education will notify Benjamin Franklin Institute of Technology electronically that the Entrance Counseling has been completed.

Step 2: Master Promissory Note:

• Go to www.studentloans.gov and click log in , enter your username and password, if you do not have one, create one at www.fsaid.ed.gov

- Click " complete a Master Promissory Note"

. The MPN must be completed in a single session, be sure to allow enough time to complete.
• For the type of loan view Subsidized/Unsubsidized MPN, and click Complete Subsidized/ Unsubsidized MPN
•Begin to enter your person information
•Enter the School State "Massachusetts" and School Name "Benjamin Franklin Institute of Technology"

• Reference Information includes the Name, Address, Telephone Number and Relationship to the Student of two people the student has known for at least 3 years. One reference should be a parent or legal guardian. References cannot share the same address as Student borrower.

• Read over the Terms and Conditions of your loan, check the acknowledgement box and click Continue
• Complete a final review of the information you provided, then enter your First Name, Middle Initial, and Last Name and click Sign

• You must review your MPN before clicking Continue and submitting you MPN.

• Print a copy of your MPN for your records. It is not necessary to print a copy of your MPN for BFIT. We will be notified electronically. There is no loan amount on this Master Promissory Note. The amount for which you are eligible is listed on your award letter. If you would like to borrow less than the amount shown on your award letter, or if you do not want to borrow at all, please notify the Office of Student Financial Services in writing, and sign the award letter with your initials indicating what you do not want.