



Student ID #: _____

Date received: _____

Federal Student Loan Entrance Counseling Form

Financial Aid & Scholarships Office | 231 W Sixth St Bldg. 1, Powell, WY 82435 | (800) 560-4692 or (307) 754-6158
www.nwc.edu | financialaid@nwc.edu | fax: (307) 754-6154

Federal student aid regulations require all federal student loan borrowers to complete a counseling session prior to disbursement of their first student loan. This is to ensure the student is aware of the eligibility and repayment requirements associated with student loans. The Financial Aid Office cannot process a student's loan for disbursement until the counseling session has been completed.

To complete the Entrance Counseling requirement, please do the following:

1. Visit www.nwc.edu/entrance to complete the Entrance Counseling.
2. Sign and return this form after you have completed the online process to notify the Financial Aid Office you have completed the necessary counseling session.

Name: _____

Student ID: _____

Signature: _____

Date of Session Completion: _____

WAIT!

In addition to completing the Loan Entrance Counseling requirements, did you complete the required Master Promissory Note (MPN) at the above website? We cannot process your loan until you have completed both of these steps.

CONTINUED →



FEDERAL DIRECT LOAN PROGRAM LOAN ENTRANCE & EXIT COUNSELING

Additional Information & Links

All students who wish to borrow from the Federal Direct Loan Program must complete an entrance counseling session prior to disbursement of their first student loan. This is to ensure the student is aware of the eligibility and repayment requirements associated with student loans. Upon separation from the College, or if the student falls below half time enrollment status, the student must complete an exit counseling session to reaffirms their commitment to loan repayment. Federal student aid regulations require all federal student loan borrowers to complete these counseling sessions.

HOW TO COMPLETE LOAN COUNSELING REQUIREMENTS

1. **Visit this federal website:** <https://studentloans.gov/myDirectLoan/counselingInstructions.action>. If the *Complete Counseling* page has a "You are currently not logged in!" banner at the top, the borrower must click on the green *Login* button located on the right side of the banner.
2. **Login.** When the StudentLoans.gov *Login* page opens, the borrower enters his or her Federal Student Aid Identification Number (FSAID) and other identifiers. The borrower then clicks on the *Sign In* button to complete the authentication process. (Students who do not have or have forgotten a Federal Student Aid Identification number (FSA ID) may visit <https://FSAID.ed.gov> to apply or request a duplicate.)
3. **Complete the necessary module.** Once the borrower has signed in, the *Complete Counseling* page for authenticated borrowers opens. On this page, the borrower selects the module he or she wishes to complete. Choose from:
 - Entrance Counseling
 - Exit Counseling(Note: the *Financial Awareness Counseling* module DOES NOT fulfill the *Entrance Loan Counseling* requirement)

A borrower is also able to access the *Complete Counseling* page without using the above URL. After signing in to StudentLoans.gov, the borrower is presented with a list of activities that can be completed on StudentLoans.gov. This list is located in the middle of the *Welcome to StudentLoans.gov* page. To access the loan counseling modules, the borrower simply needs to click on the *Complete Counseling* item at the top of the list. In addition, the *Complete Counseling* item is located under *Counseling* in the menu bar on the left side of the page.

WHY IS IT IMPORTANT FOR A BORROWER TO "SIGN IN" USING THEIR FSA ID NUMBER?

- If a borrower completes Entrance Counseling or Exit Counseling without signing in, the session will not be recorded. In addition, the borrower will not be able to select schools to notify. NWC will not be able to verify that the borrower has completed the requirement. The College cannot authorize loan disbursements without verifying the counseling session has been completed.
- If a borrower completes Entrance Counseling, Financial Awareness Counseling, or Exit Counseling without signing in, the borrower's loan information will not be obtained from the National Student Loan Data Service (NSLDS) for use during the counseling session. The borrower also will not see the *Check Your Knowledge* questions that are part of a counseling module when the borrower is signed in to StudentLoans.gov.

IMPORTANT LINKS

- <https://nslds.ed.gov> – your personal loan history, your loan servicer, also Pell grant lifetime eligibility used
- <https://studentaid.ed.gov> – repayment options & other information

TECHNICAL ASSISTANCE

A borrower who is signed in to StudentLoans.gov and completing one of the loan counseling modules may request technical assistance by clicking on the *Contact Us* tab in the top menu bar of StudentLoans.gov. The borrower can:

1. Complete and submit the feedback form
2. Click on *Additional Information* and contact the Student Loan Support Center at the phone number provided.