



FEDERAL STUDENT LOAN REQUIREMENTS

Federal Direct Subsidized and/or Unsubsidized Loan(s)

All first-time Federal Direct Loan Borrowers at Virginia Tech must complete the Master Promissory Note and Entrance Counseling session in order to satisfy federal requirements for disbursement of Federal Direct Loan(s). Loan funds will not disburse until these requirements are complete.

To complete these 2 requirements go to www.studentloans.gov and choose the green "Log In" box. You will use your Federal Student Aid ID (FS AID) to log into the site and access the loan requirements. Once you have logged in, you will see a link to the following options:

1. **Entrance Counseling Session** - Select "Complete Counseling", then choose "Entrance Counseling", and begin the session, Virginia Tech's school code is 003754.
2. **Master Promissory Note (MPN)** - Choose "Complete a Master Promissory Note" and then select "Subsidized/Unsubsidized MPN"

Failure to complete these requirements will result in the **cancellation** of your loan(s) and any balance will be immediately due to the University.

These requirements only need to be completed the first time a student borrows a federal subsidized and/or unsubsidized loan.

To reduce or decline loan funds please contact our office, by email*, phone, or in person and let our staff know how you wish to adjust the loan. **A parent may not request any changes in a student's loan.**

Federal Perkins Loan (if awarded)

All first-time Federal Perkins Loan Borrowers must complete three loan requirements through the Hokie SPA by following the directions below. Students receiving the Federal Perkins in subsequent years must complete only the confidential questionnaire at the same Hokie SPA location.

Loan funds will not disburse until all requirements are complete.

From the main page of the Hokie SPA, choose **Financial Aid Information >> My Award Information >> Perkins Loan Requirements**. From the Perkins Loan Requirement link, you will be able to complete the following steps.

1. **Master Promissory Note**
2. **Entrance Interview**
3. **Confidential Questionnaire**

Failure to complete all loan requirements will result in the **cancellation** of your loan and any balance will be immediately due to the University.

To reduce or decline loan funds please contact our office by email*, phone, or in person and let our staff know how you wish to adjust the loan. **A parent may not request any changes in a student loan.**

**Please Note: Email is not always a secure method of communication and may inadvertently expose your information if misdirected. Virginia Tech suggests using fax, U.S. Postal Service, or personal delivery as a more secure method of delivery. If you choose to submit information through email, Virginia Tech will not be responsible for any exposure of data.*

Invent the Future