



FEDERAL STUDENT LOAN REQUIREMENTS

Federal Stafford Subsidized and/or Unsubsidized Loan(s)

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

To complete these requirements visit www.StudentLoans.gov and click on "Sign In" to enter student's information; Social Security number, first two letters of last name, date of birth and Personal Identification Number (PIN). This is the same PIN used by the student to electronically sign the Free Application for Federal Student Aid (FAFSA). For help with the PIN, visit www.pin.ed.gov.

1. **Entrance Counseling Session** - Click on "Complete Entrance Counseling" and begin the session, Virginia Tech's school code is 003754.
2. **Master Promissory Note** - Click on "Complete Master Promissory Note" (on the same webpage, www.StudentLoans.gov)

Failure to complete these requirements within 30 days of the loan offer will result in the **cancellation** of your loan(s) and any balance will be immediately due to the University.

To reduce or decline loan funds please use the Financial Aid Change Form available at http://www.finaid.vt.edu/forms/documents/1314_ADCHFR.pdf and return it to the Office of University Scholarships and Financial Aid (USFA). **A parent may not decline a student loan.**

Federal Perkins Loan

All first-time Federal Perkins Loan borrowers must complete **three steps** to satisfy federal requirements for disbursement of this loan. Loan funds will not disburse until these requirements are complete.

All three steps are completed electronically on the Hokie SPA. 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. The **Master Promissory Note**
2. The **Entrance Interview**
3. The **Confidential Questionnaire**

Please note – while the Master Promissory Note and the Entrance Interview for the Perkins loan are only completed once, **the confidential questionnaire must be completed each year** you receive a Perkins loan.

Failure to complete these requirements within 30 days of the loan offer will result in the **cancellation** of your loan(s) and any balance will be immediately due to the University.

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