

# APPLYING FOR A FEDERAL DIRECT STAFFORD LOAN FOR ATTENDANCE AT MILLS COLLEGE

## IMPORTANT NOTE:

**STUDENTS WHO HAVE BEEN AWARDED FEDERAL DIRECT STAFFORD LOANS MUST COMPLETE ADDITIONAL REQUIREMENTS TO RECEIVE THE LOAN FUNDS. PLEASE COMPLETE THE STEPS BELOW IF YOU PLAN TO APPLY FOR THE FEDERAL DIRECT STAFFORD LOAN(S) INDICATED ON YOUR FINANCIAL AID AWARD LETTER.**

## STEP 1

Complete **Direct Stafford Loan Entrance Counseling** at [www.studentloans.gov](http://www.studentloans.gov). Click on the green “Sign-In” button and enter your information. Select “Complete Entrance Counseling”. On the next screen, click on the blue “Complete Entrance Counseling” text. Select your status (undergraduate student / graduate student), click on the “Continue” button, and follow the prompts.

To complete the Direct Stafford Loan Entrance Counseling process you will need the following:

- The Personal Identification Number (PIN) issued by the Department of Education for completing the FAFSA. Students who need to request a duplicate PIN may do so at [www.pin.ed.gov](http://www.pin.ed.gov).
- Social Security Number
- Name, address, and phone number for two references living in the U.S.

## STEP 2

Complete a **Federal Direct Subsidized / Unsubsidized Stafford Loan Master Promissory Note (MPN)** at [www.studentloans.gov](http://www.studentloans.gov). You will need the following information to complete the MPN:

- Social Security Number
- Date of birth
- Permanent address and phone number
- Driver’s license and state of issue
- Name, address, and phone number for two references living in the U.S.

*If you have questions or need assistance, please contact the M Center at 510.430.2000 or by email at [finaid@mills.edu](mailto:finaid@mills.edu).*