ALL sections of this form must be completed and returned to the Financial Aid Office and a Master Promissory Note (MPN) must be completed in order to process your Federal Subsidized and/or Unsubsidized Stafford Loan request. Please read carefully, follow instructions and provide the requested information to avoid delays. Students must be attending at least half time (6 credits) or loan funds will be returned to the lender. If a loan is requested within two weeks of the end of the semester, final grades will be verified before any refunds are distributed. There is a 30-day hold on all first disbursements for first-time borrowers. Stafford and PLUS loan information is submitted to the National Student Loan Data System (NSLDS) and is accessible by guaranty agencies, lenders, and institutions determined to be authorized users of the data system. Students can keep track of loan status and outstanding balance through the Financial Aid Review section of www.nslds.ed.gov.

YOU MUST COMPLETE THE FOLLOWING STEPS IN ORDER FOR YOUR LOAN TO BE ORIGINATED!

1. **Entrance Counseling**
   First-time Direct Stafford Loan borrowers at WNCC must complete Direct Stafford Loan Entrance Counseling online. This is available at Student Loans.gov. Sign in, indicate that you are an undergraduate student. Then click on “Complete Entrance Counseling” and follow the online instructions. **ENTRANCE COUNSELING MUST BE COMPLETED BEFORE YOUR LOAN WILL BE ORIGINATED.**

2. **Master Promissory Note (MPN)**
   The MPN is the promissory note that must be used by all subsidized and unsubsidized loan recipients. Complete the Master Promissory Note online at Student Loans.gov. This MPN will remain active for ten years and will NOT need to be redone annually. You will need the same PIN that you used for your FAFSA to electronically sign the note. If you do not have a PIN, you may obtain one at www.pin.ed.gov.

3. **Amount and type of loan**
   Annual Loan Maximums: Freshman = $3,500 Sophomore = $4,500 plus an additional $2,000 unsubsidized

   ★★ Loans in excess of these limits require a written explanation of your need for that loan. ★★

   Indicate the amount you wish to borrow or write “MAX” to receive the full amount for which you are eligible: $________________

   ★★ If the requested amount exceeds your subsidized Stafford Loan eligibility, do you wish to borrow the difference in Unsubsidized Stafford Loan? _____ Yes _____ No (You MUST indicate “Yes” to receive any unsubsidized loan funds as part of your annual loan maximum. You will accrue interest on unsub loans from the date of disbursement.)

   ★★ Do you wish to request an additional $2,000 in unsubsidized loans, in excess of your annual max? ____ Yes ____ No

   ★★ ALL SUMMER LOANS WILL BE RELEASED IN TWO DISBURSEMENTS.

I understand that if I receive additional awards exceeding my cost of attendance, my loan eligibility may be reduced.

Student’s signature: ___________________________ Date:________________________

(unsigned forms will be returned to you and your loan will be delayed)

Return completed forms to:
WNCC Financial Aid Office • 1601 E. 27th Street • Scottsbluff, NE 69361
(308) 635-6011 • fax (308) 635-6732 email: financialaid@wncc.edu
Federal Direct Stafford Loans

What do I have to do to get my loan funds?

1. Complete the Free Application for Federal Student Aid (FAFSA) plus any other required documentation for the FAFSA process. [fafsa.gov]
2. Complete WNCC’s Direct Stafford Loan Request form, on which you indicate how much you want to borrow and if you are interested in any unsubsidized loan funds, depending on your eligibility. This form can be obtained at [www.wncc.edu/cost-aid/apply-aid/forms]
3. The Loan Request form IS required annually by WNCC. Summer loans require a separate Direct Stafford Loan Request form be submitted.
4. Complete a Direct Loan MPN and Direct Loan entrance counseling at [StudentLoans.gov]. If you have previously completed the MPN and entrance counseling for the Direct Loan Program at WNCC, you will not need to complete them again. The MPN will remain active for ten years and will NOT need to be redone annually. You will need the PIN you used to sign your FAFSA to access the MPN and counseling. If you don’t have a PIN, you can apply for one on the StudentLoans.gov web site.

Questions??
[www.StudentLoans.gov] [www.wncc.edu]

WNCC’s Financial Aid Office at 308.635.6011 or toll-free at 1.800.348.4435 ext. 6011