

www.gateway.kctcs.edu

DIRECT LOAN INFORMATION

You have been awarded a Federal Stafford Loan. In order to take advantage of this loan, you should follow the instructions below.

Complete the Entrance Interview Online

Be sure to have your US Department of Education 4 digit PIN number available

- Go to www.studentloans.gov
- Click the link on the left of the screen which reads “**Sign In**” under **Manage My Direct Loan**
- Enter your identifying information.
- Click “**Complete Counseling**”
- Choose “**Entrance Counseling**”
- Follow the online instructions.
- Print the confirmation page for your records.

Steps to Signing Your MPN Electronically

Be sure to have your US Department of Education 4 digit PIN number available.

- Log on to www.studentloans.gov
- Click the link on the left of the screen which reads “**Sign In**” under **Manage My Direct Loan**
- Enter your identifying information.
- Click the link to the right of the screen which reads “**Complete Master Promissory Note**”
- Select **Subsidized/Unsubsidized** Loan.
- Follow the directions given on the screen to successfully complete the eSign process.
- Print and retain a copy of your MPN for your records.

If you decide to accept your Stafford Loans, you can do this logging on to Student Self-service at <https://students.kctcs.edu/> and clicking on the Loan Request link or email us at gateway-financialaid@kctcs.edu.

Once your response is received, we will know how to act on your application and move forward accordingly.

Gateway Community & Technical College
Financial Aid Office
Phone: 1-855-346-4282
Fax: 1-859-442-1107