WILLIAM D. FORD FEDERAL DIRECT STUDENT LOAN

ONLINE ENTRANCE COUNSELING PROCEDURES

- All students must complete “Entrance Counseling” in order to obtain their first Federal Direct Student Loan. (Allow approximately thirty (30) minutes to complete “Entrance Counseling.”)
- A student must fulfill the “Entrance Counseling” requirement online via the internet by following the procedures below.
- For additional loan information, see “Direct Loan Filing Procedures” in the “Forms” section of the Financial Aid website or pick up a copy in the Financial Aid Office. Also, see additional information on the other side of these instructions.

ONLINE ENTRANCE COUNSELING PROCEDURE:

2. Log in: You will use your FSA ID and password. Click on “Manage My Direct Loan.”
3. Click on: “Complete Loan Counseling” (Entrance).
4. Choose the state and college: Click on “New York” for the state and “City College of New York – CUNY” for the school.
5. Indicate your academic level: Undergraduate or Graduate/Professional.
6. Read & Answer: Read the federal student loan information and answer the review questions.
7. Print or save: The “Completed Counseling Forms” page and keep for your records.

A few days after you complete “Entrance Counseling,” your CUNYfirst record will be updated to indicate that you have fulfilled the requirement. It will remove the item from your “To Do List.”

Note: – Online counseling is required for Grad PLUS borrowers but not for Parent PLUS borrowers. – Graduate students should apply for an Unsubsidized student loan before applying for a Grad PLUS loan.
Every first-time borrower must complete a federal Master Promissory Note (MPN). After Entrance Counseling is completed, click on “Complete MPN” on the left side of the web page. Follow the instructions and be sure to print a copy of your MPN for your records.

**Note:** Students with an approved Federal Direct Loan MPN already on file will not have to submit another one. One approved MPN will enable loans to be certified and "linked" to the original MPN for up to ten (10) years at any college or university in the United States.

A student borrower will receive a “Statement of Disclosure” from the U.S. Department of Education in the mail. It will indicate the approved loan amounts and the anticipated dates of disbursement. It will also indicate the amount of the “loan origination fee,” which will be deducted from each disbursement.

**Interest rates** for loans disbursed on or after 7/1/16 and before 7/1/17:

- Undergraduate Subsidized – 3.76%
- Undergraduate Unsubsidized – 3.76%
- Graduate Unsubsidized – 5.31%
- PLUS loans – 6.31%

(The interest rates for 7/1/17–6/30/18 will be announced in June 2017.)

A student will always be certified for their Subsidized loan maximum before being certified for an Unsubsidized loan.

Fall/Spring loans will be paid in two disbursements (one each semester).

A student’s loan may have to be reduced if additional financial aid is awarded after the loan has been processed. A loan may also be reduced or cancelled if a student drops below half time or withdraws from school.

Parent PLUS loan applications are available for dependent students. Parent PLUS loan requests are subject to credit approval. Parents may borrow up to the student’s “Cost of Attendance” minus all other financial aid awards.

Students who wish to use their Federal Direct student loan to pay their tuition bill must bring their bill to the Financial Aid Office. A loan can only be used to pay a student’s bill after all other financial aid (i.e. Pell, TAP, CUSTA, and SEOG) has been applied.

Grad PLUS loan maximums are based on “Cost of Attendance” less all other financial aid.

City College students who borrow Federal Direct loans have an average indebtedness of $21,258.

Please ask to speak to a financial aid counselor if you have any questions.

### Academic Year Loan Maximums:

<table>
<thead>
<tr>
<th>Undergraduate – Dependent (Subsidized and/or Unsubsidized)</th>
<th>Undergraduate – Independent (Subsidized and/or Unsubsidized)</th>
<th>Graduate Independent Unsubsidized: $20,500</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st yr.: $3,500 + $2,000 Unsub.</td>
<td>1st yr.: $3,500 + $6,000 Unsub.</td>
<td></td>
</tr>
<tr>
<td>2nd yr.: $4,500 + $2,000 Unsub.</td>
<td>2nd yr.: $4,500 + $6,000 Unsub. (earned cr. ≥ 30)</td>
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<tr>
<td>3rd yr. or higher: $5,500 + $2,000 Unsub.</td>
<td>3rd yr. or higher: $5,500 + $7,000 Unsub. (earned cr. ≥ 60 cr.)</td>
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</tbody>
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**Notes:**

1. 2nd yr. (Sophomore): Earned credits ≥ 30 and 3rd yr. (Junior): Earned credits ≥ 60 cr.
2. Parent PLUS & Grad PLUS loan maximums = CUNY “Cost of Attendance” minus all other financial aid.

Updated 4/18/17