



COMPLETING ENTRANCE COUNSELING & MASTER PROMISSORY NOTE

STEP 1

Go to studentaid.gov

STEP 2

Click white 'Log In' button to log in.

STEP 3

Enter information into data fields, then click 'Log In.'

Note: If you have not created an FSA User ID, you will need to click on the link to 'Create An Account.'

STEP 4

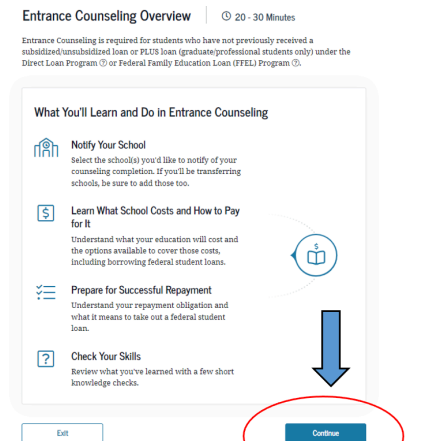
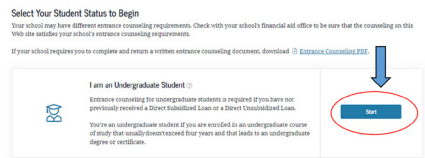
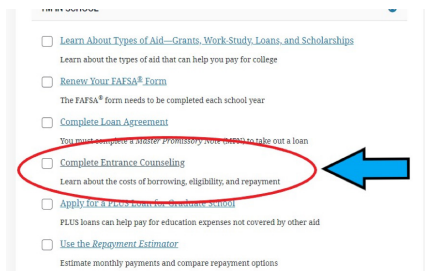
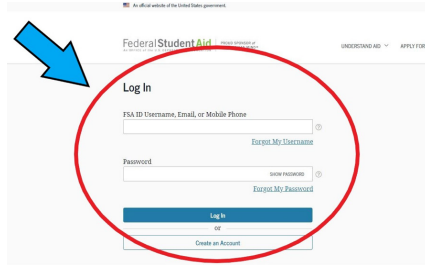
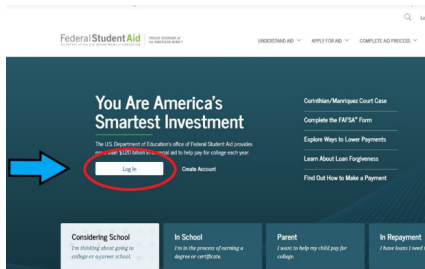
In the My Checklists, click the drop down arrow next to 'I'm In School' and vselect 'Complete Entrance Counseling.'

STEP 5

Click the blue 'Start' button.

STEP 6

Click the Continue button.



STEP 7

If you do not see DMACC listed, click on 'I want to search for a school instead.'

STEP 8

Under the Add School to Notify section on the left-hand side, go to the 'Select School to Notify' area and choose **Iowa** from the dropdown menu under 'Choose a state.' Select **Des Moines Area Community College** from the dropdown menu under 'Search school by name.'

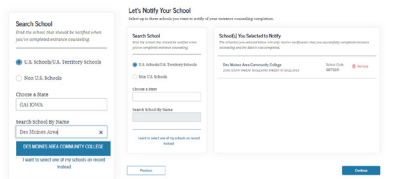
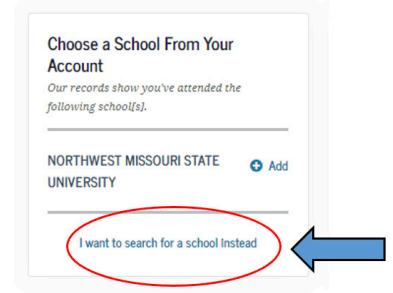
STEP 9

Begin the Modules. There are six (6) to complete. You will read through the modules and answer Knowledge Check questions.

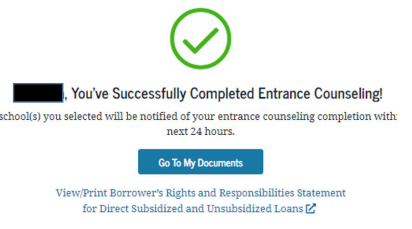
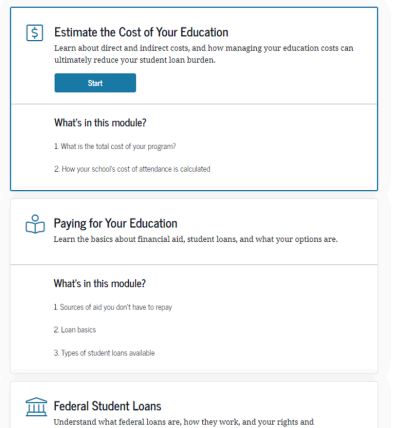
STEP 10

After you have completed the modules, your Entrance Counseling will be submitted to the school.

Select up to three schools you want to notify of your entrance counseling completion.



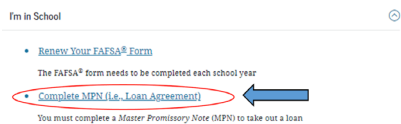
Review what you'll learn in each module and select 'Start' for the first module to begin.



MASTER PROMISSORY NOTE FOR SUBSIDIZED/UNSUBSIDIZED LOANS

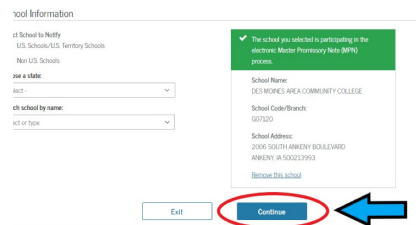
STEP 1

Follow steps 1-3 of the entrance counseling instructions to log in to studentaid.gov. Once logged in, in the My Checklists, click the drop down arrow next to 'I'm In School' and select 'Complete MPN (i.e. Loan Agreement).'



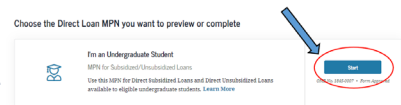
STEP 5

A box will appear indicating that DMACC will be notified. Click 'Continue.'



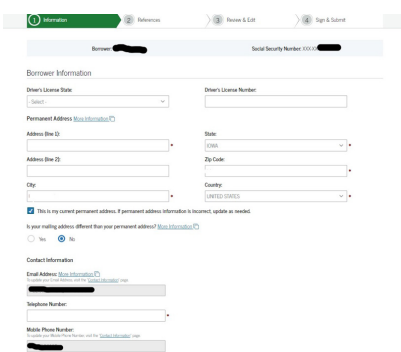
STEP 2

Click the Start button to begin.



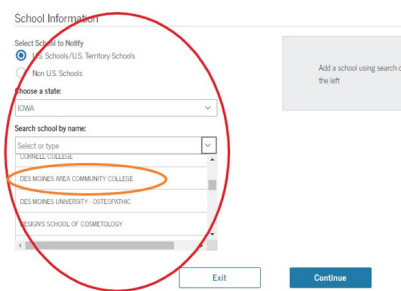
STEP 3

Input or update ALL of the required Borrower Information noted by a red asterisk on the first page of the MPN. **Note: Be sure to check the box stating 'This is my current permanent address.'**



STEP 4

Proceed to the School Information section and select Iowa under 'Choose a state,' then select Des Moines Area Community College under 'Search school by name.'

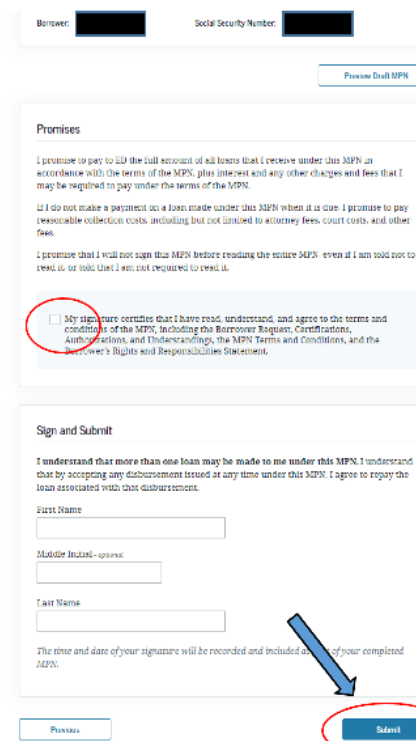


STEP 6

Proceed completing the References and Agreements sections.

STEP 7

Read through the Promises section. Check the box to certify. Type in your name and click Submit.



For more information, please contact the Federal Student Aid Information Center (FSAIC) at 1-800-433-3243 Monday through Friday between the hours of 8:00am and 11:00pm Eastern time or Saturday and Sunday between the hours of 11:00am and 5:00pm Eastern time.



SCAN THE QR CODE TO VISIT THE WEBSITE

FOR ADMISSIONS INFORMATION, PLEASE VISIT FIN_AID.DMACC.EDU

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