

Loan Acceptance Instructions

If you are interested in your Federal Direct Student Loans, you need to complete several steps in order to ensure you receive your loan funds.

- You must accept your Direct Loans.
 - Log on to your MyCoyote.
 - Click on “Student Center”.
 - Scroll down to “Finances”.
 - Click on “Accept/Decline Awards” link.
 - Click on the year designated for your award year.
 - For example, click the “2023” link for the 2022-2023 Award.
 - You may now click the “Accept” button for the loan you would like to accept.
 - You may reduce the amount you would like to accept.
 - If you decline your loan(s), you must submit a Loan Adjustment Request form to request your loan(s) be reinstated.

- You must complete an “Electronic Master Promissory Note” (MPN).
 - You will need your FSA ID.
 - You will need the name and full address of two references.
 - This requirement must be met if you are a first time borrower or have not used a government MPN for ten years.
 - Log on to studentaid.gov

- You must complete an “Online Entrance Loan Counseling”.
 - You will need your FSA ID.
 - This requirement must be met if you are a first time borrower.
 - Log on to studentaid.gov

Additional Resources:

- Locate and monitor your student aid history at: <https://nslds.ed.gov>
- Complete a required Exit Counseling before departing from the University at: studentaid.gov
- Complete a Financial Awareness Counseling session to help you manage your finances at studentaid.gov