Student Loan Borrowing Requirements

UNIVERSITY *of*
West Georgia

Accepting Via Banweb

As a UWG student, if you plan to borrow student loans you must first accept the loans on your Banweb account. Please follow these instructions to view and accept your award offer:

- Log-in to your account at **https://westga.onelogin.com/portal/**

- Search for 'My Financial Aid' in the search box and click the 'My Financial Aid' application/tile

- Select the appropriate year from the drop-down box

- *Click the "Accept Award Offer" tab. You may then do <u>**one**</u> of the following:

    · **Accept everything** – Select "Accept Full Amount All Awards"

    · **Decide for each award** – Select "Accept" or "Decline" loans from each drop-down box

    · **Accept partial amounts** – Select "Accept" and enter an amount in the "Accept Partial Amount" field

- Any amount that is accepted will be split over two semesters. (*Example*: $1,000 accepted = $500 for Fall semester and $500 for Spring semester)

Completing a Loan Entrance Counseling Session and Master Promissory Note

If you choose to accept your federal student loan(s), you are required to complete **Entrance Counseling** and sign a **Master Promissory Note(MPN)**. These must be completed before any federal student loan can be released to you. These <u>must be completed by the student</u>, not the parent. Please follow these instructions to complete the above requirements:

- Step 1: Log – in to **https://studentaid.gov** using your FSA ID (same FSA ID that was used to sign your FAFSA)

- Step 2: Hover your computer's cursor arrow over "**Complete Aid Process**" on the top menu. From the drop down menu, click "**Subsidized/Unsubsidized Loan MPN**". Complete the MPN.

- Step 3: After all sections of the MPN are completed,you will then need to Hover your computer's cursor arrow over "**Complete Aid Process**" on the top menu and click "**Complete Entrance Counseling**". Once the Entrance Counseling Session has been submitted, you will be sent an email confirmation to the email address you used for your FSA ID.

- Step 4: Please allow 3 – 5 business days for accepted loans to be reflected on your bill.

- Do <u>not</u> complete the MPN for the PLUS Loan unless you are a Parent that has applied for a Parent PLUS Loan and been approved.