# Instructions to screen-shot your Loan Summary, Complete your Loan MPN, Entrance and Exit Counseling

# Go to: Studentaid.gov

(For Windows or Apple you will have to use the latest release: Chrome, Firefox, MS Edge or Safari)



#### -Log in with your FAFSA Username and Password.

## What to screenshot for Loan summary:

<u>All borrowers</u> will have to screenshot their loan aid <u>summary</u> and attach a copy to their Loan Request Form (please do <u>NOT</u> click on "Download My Aid Data").

### For students who have borrowed loans previously:

The screenshot below is adequate to submit for students who <u>have</u> borrowed loans previously, once you log into Studentaid.gov. Make sure your loan summary is visible in the screenshot:



#### For students who have NOT borrowed loans previously:

Once you log in, click on "View Details" and screenshot the below page:

The screenshot below is adequate for students who have <u>NOT</u> borrowed loans in the past:



### To complete your MPN, Entrance Counseling and Exit Counseling see below:

-Go to "Loans and Grants" to complete your Master Promissory Note (MPN):



#### -Go to "Loans and Grants" to complete your Entrance Counseling:





-Go to "Loan Repayment" to complete your Exit Counseling:

-Completion of MPN's, Entrance and Exit counseling will be sent to GCC Electronically.

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