Direct Loan Entrance Counseling Instructions
(Subsidized/Unsubsidized Loans)

Students who haven’t taken a Federal Subsidized or Unsubsidized Loan (Direct or through a lender) in the past from UW-Parkside are required to complete Direct Loan Entrance Counseling. The entrance counseling takes approximately 30 minutes to complete.

**Step 1** - Go to the Direct Loan website, which is [https://studentaid.gov](https://studentaid.gov)

**Step 2** - Sign in using your FSA-ID, which is also used to sign the FAFSA. *If you are unsure what your FSA-ID is, click on “Forgot Username or Password” (after login is selected). If you don’t have one, click on “Create an Account” and follow instructions.*

- Sign in by clicking the “Log in” button either in top right corner, or middle of the page.

**Step 3** - After signing in, click on or hover over “Complete Aid Process” tab in the upper right-hand corner.

*If hovering, you can select from the drop down, “Complete Entrance Counseling”.*
If you click “Complete Aid Process”, you will then need to select “first loan” link below “Step 05-Complete Entrance Counseling”.

For both options once on the next screen, you will select “Start”

Step 4- You will be asked a series of questions, via the “Check Your Knowledge” boxes, regarding your enrollment status (undergraduate or graduate/professional student). With these questions, will come information that you must read in order to accurately answer the questions.

Step 5- You will have completed counseling when you get to the end of section five (5), where you will need to click on the “Submit Counseling” button in order to submit your counseling activity.