



# OXY FINANCIAL AID FEDERAL PERKINS LOAN ENTRANCE COUNSELING & MPN INSTRUCTIONS

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These instructions will guide you in completing your Entrance Counseling and Master Promissory Note (MPN) for your **Federal Perkins Loan** only. You will need your FAFSA PIN. If you do not know your FAFSA PIN, you may go to [www.pin.ed.gov](http://www.pin.ed.gov) to “request a duplicate pin.” **These requirements must be completed by the student borrowing the loan, not the parent(s).**

## STEP 1: COMPLETE YOUR ONLINE ENTRANCE COUNSELING

Borrowing money to pay for college is an important responsibility. Before you take out a student loan, you must understand the basic principles of borrowing, including your rights and responsibilities. At Occidental College this counseling is conducted online so you can focus on the important aspects of funding your education with a student loan.

1. Go to: <http://www.oxy.edu/x8298.xml>
2. Click on “Financial Counselor”

## STEP 2: SIGN YOUR MASTER PROMISSORY NOTE ONLINE

When you borrow money, you must make a promise to repay the money loaned to you; you do this by signing a promissory note. This note will outline the legal obligations you have for repaying this money.

1. Go back to: <http://www.oxy.edu/x8298.xml>
2. Click on “CPS E-sign” (E-Sign with your FAFSA PIN)

## HELPFUL INFORMATION:

- If you have any questions or concerns regarding the completion of the entrance counseling and/or MPN, please feel free to contact the Student Loans Office. Student Loans can be reached via e-mail [stuloans@oxy.edu](mailto:stuloans@oxy.edu) or by phone (323) 259-2509.
- If you would like to **cancel** all or part of your loan for the 2011-2012 academic year, please complete an Award Change Request form, available online at: <http://www.oxy.edu/x5048.xml>, and submit to the Financial Aid Office.
- If you have questions regarding your loan, please feel free to contact the Financial Aid Office via e-mail [finaid@oxy.edu](mailto:finaid@oxy.edu) or by phone (323) 259-2548.