



INSTRUCTIONS FOR BORROWING STUDENT LOANS

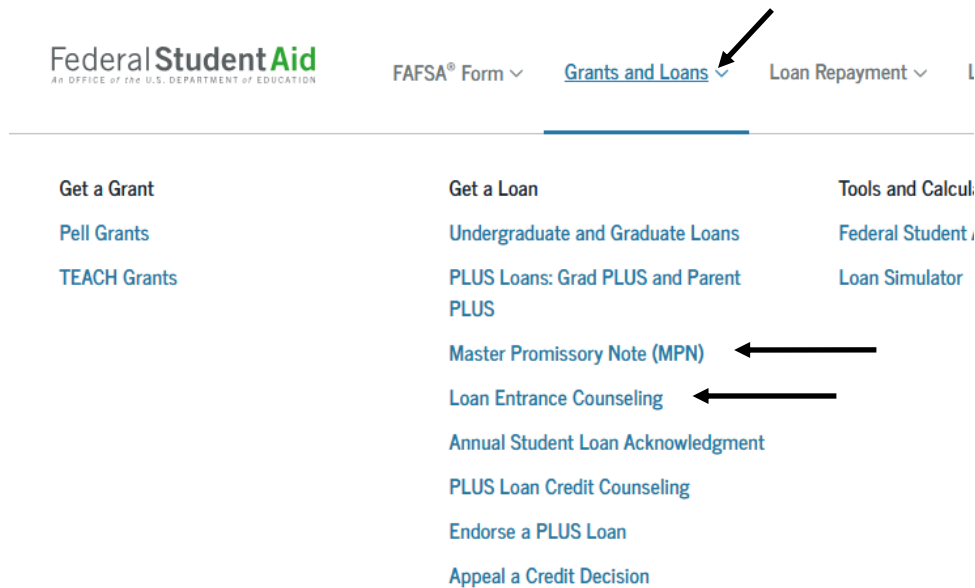
Summer disbursement dates vary depending on class start and end dates.
You must complete all required steps.

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Step 1. Log on to your myGCCC and choose “My Awards” on the myFinancial Aid tile to accept your student loans **OR** print and complete a Loan Acceptance Form. This form tells us how much you need to borrow and is required each time you borrow a loan. It can be hand delivered, emailed, or faxed to the Financial Aid Office.

Step 2. Click on this link <https://studentaid.gov> and then click on “Grants and Loans”
You will need your FSA user ID and password to log on to this website.

- a. **Complete** Loan Entrance Counseling for an undergraduate student. Follow all instructions. This is a requirement the first year you borrow a student loan and is recommended the following years.
- b. **Complete** Federal Direct Stafford Master Promissory Note (MPN) for a Subsidized/Unsubsidized Loan. Follow all instructions. A single MPN can be used for up to 10 years. This is a requirement the first year you borrow a student loan. *If you have had a Direct Loan before, you can skip this step.*



REMINDER: Federal financial aid can only be awarded/disbursed for classes that count toward your degree or certificate at Garden City Community College. You must be enrolled in at least 6 credit hours at Garden City Community College that count for federal financial aid in order to receive any student loans requested.

THE DEADLINE FOR SUBMITTING LOAN REQUIREMENTS IS 7 BUSINESS DAYS PRIOR TO YOUR LAST DAY OF ATTENDANCE