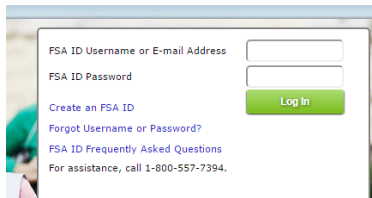




Office of Student Financial Services
Instructions for Completing Loan Entrance Counseling for Students

Step 1: Sign into www.studentloans.gov using your FSA ID



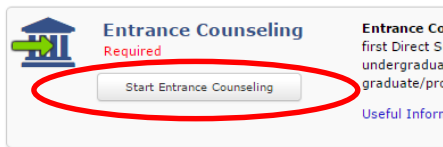
Step 2: Select the Complete Counseling Option

any of this information is incorrect, you must correct the information associated with your FSA ID.

Once you have confirmed your information, select what you would like to do:

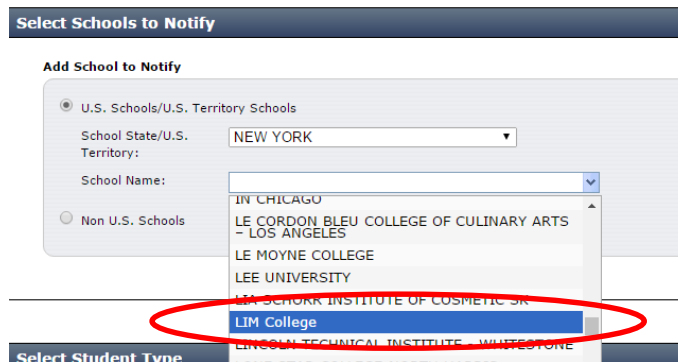
- Complete Counseling**
(Entrance, Financial Awareness, PLUS, Exit)
- Complete a Master Promissory Note
- Apply for a PLUS Loan

Step 3: Start Entrance Counseling



Step 4:

Select New York as the State and LIM College as the School





Step 5:

Click notify this school and the option that you are completing entrance counseling to receive Direct Loans as an Undergraduate student.

A screenshot of a web form showing school information. The fields are: School Name: LIM College; School Code/Branch: G07466; School Address: 12 EAST 53RD STREET, NEW YORK, NY 100225268. At the bottom right, there are two buttons: 'Clear Selection' and 'Notify This School'. The 'Notify This School' button is circled in red.A screenshot of a 'Select Student Type' form. It features a radio button that is selected, followed by the text 'I am completing entrance counseling to receive Direct Loans as an [undergraduate](#) student.'

Step 6:

Read and follow the prompts to complete counseling.

A screenshot of an 'Entrance Counseling' progress bar. The bar is divided into five sections: 'Understand Your Loans', 'Manage Your Spending', 'Plan to Repay', 'Avoid Default', and '5 Make Finances a Priority'. The first four sections have green checkmarks and arrows pointing right. The fifth section is highlighted in blue. Below the bar, there is a 'Jump to:' section with links for 'Plan for the Future', 'Your Income & Taxes', 'Your Credit & Identity', and 'Credit Cards & Other Borrowing'.

Step 7:

We you get to the final steps, click submit counseling.

A screenshot of a 'Submit Counseling' button. The button is rectangular with rounded corners and a light gray background. The text 'Submit Counseling' is centered on the button. The button is circled in red.

****Please Note that Entrance Counseling is required by the Department of Education to Process your Direct Federal Student Loans****