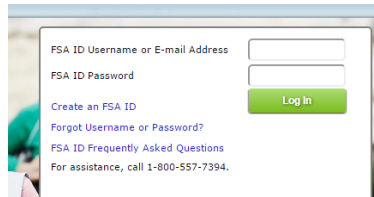


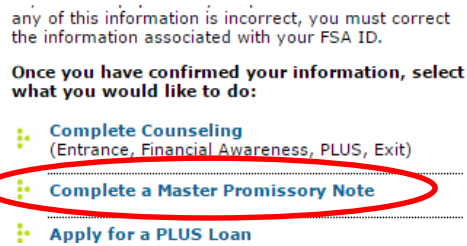


**Office of Student Financial Services**  
**Instructions for Completing the Student Master Promissory Note (MPN)**

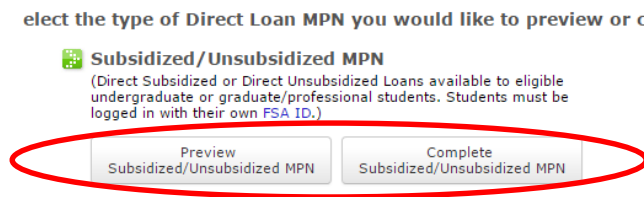
**Step 1:** Sign into [www.studentloans.gov](http://www.studentloans.gov) using your FSA ID



**Step 2:** Select Complete a Master Promissory Note

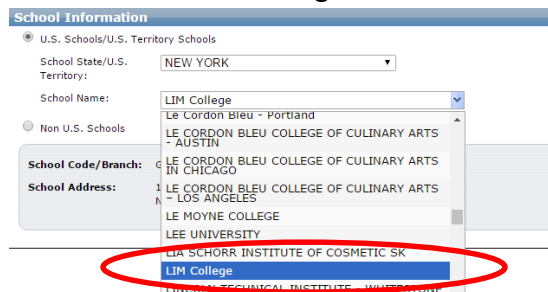


**Step 3:** Select Subsidized/ Unsubsidized MPN



**Step 4:** Fill out the necessary Borrower Information

**Step 5:** Select New York as the State and LIM College as the School





**Step 6:** Fill out the information for two References

**Step 7:** Read, review and accept the terms and conditions

**\*Section G contains instructions for completing a paper MPN and therefore is not displayed here. All sections will display in the next step.**

I have reviewed the information about me on the Master Promissory Note and acknowledge that it is true and correct. I have read, understand, and agree to the terms and conditions of the MPN, including the Borrower Request, Certifications, Authorizations, and Understandings in Section D and the accompanying Borrower's Rights and Responsibilities Statement. I agree to repay in full all loans made under this MPN according to the terms and conditions of the MPN.  
**(Your response will be recorded and made part of your completed MPN.)**

Cancel

**Step 8:** Review information and type your name and click sign

First Name:  Middle Initial:  Last Name:

*The time and date of your signature will be recorded and be made part of your completed MPN.*