

2025-2026 SUBSIDIZED DIRECT STUDENT LOAN INSTRUCTIONS

As a financial aid student, or a parent of a student applying for a PLUS Loan, you have made the decision to apply for a Federal Student Loan. The application process requires you to complete three main steps:

- Complete the Student Loan Entrance Counseling Requirement online.
- Sign the electronic Master Promissory Note (MPN) online.
- Submit a physical copy of the Subsidized Direct Student Loan Application to the Financial Aid Office.

ABOUT THE ENTRANCE COUNSELING SESSION

<https://studentaid.gov/entrance-counseling/>

Entrance counseling ensures you understand the terms and conditions of your loan and your rights and responsibilities. You'll learn what a loan is, how interest works, your options for repayment, and how to avoid delinquency and default.

Entrance Counseling takes about 30 minutes to complete and it must be completed in a single session. When you're finished, a record of your completion will be sent to the schools you selected, and you can then receive your loan money. Keep in mind that you cannot save and leave an incomplete session; you must complete entrance counseling in one sitting.

ABOUT THE MASTER PROMISSORY NOTE (MPN)

<https://studentaid.gov/mpn/>

The Master Promissory Note (MPN) is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of your loan(s).

You may receive more than one loan under an MPN over a period of up to 10 years to pay for your or your child's educational costs, as long as the school is authorized to use the MPN in this way and chooses to do so.

The MPN can be signed at any time. However, you will not be considered for a student loan until you have completed the Entrance Counseling Session, signed the Master Promissory Note (MPN), and submitted a physical copy of the Subsidized Direct Loan Student Loan Application Form.

The process to complete an MPN is easy and user-friendly. Most people complete the MPN in less than 30 minutes. The entire MPN process must be completed in a single session. If you stop the process before completing all MPN steps, you will have to start from the beginning with step #1. Once you have completed all the steps, keep a copy of your MPN (for your records), the U.S. Department of Education will update their database and send a digital acknowledgement notification to San Diego Miramar College Financial Aid Office. If you choose to request a paper MPN, the US Department of Education will print and send you a copy of your MPN which you will return to them via the U.S. Postal Service.

ABOUT THE LOAN APPLICATION

The loan application includes 2 pages and must be signed with a wet signature (no digital signatures allowed). Students can submit their completed loan applications in person at the Financial Aid Office, or by uploading through the school system at <https://mysdccd.atlassian.net/servicedesk/customer/portal/4/group/73/create/75>.

Once the Financial Aid Office can verify your loan eligibility, the loan request must also be processed and accepted by the US Department of Education. Provided that you meet all other conditions, time frames, loan eligibility requirements and if needed, having an Appeal Form approved, your loan funds will be disbursed as scheduled.

LOAN DISCLOSURE AND TERMS

35. The William D. Ford Federal Direct Student Loan program involves borrowing directly from the Federal Government. YOU MUST REPAY ALL LOANS WITH ACCRUED INTEREST (see brochure for more information). The interest rate on a Federal Direct Stafford Loan is currently (as of the date of this print) 6.39% percent for undergraduate students. Although borrowing is not encouraged at a community college, you may borrow up to:

- **\$3,500 as a freshman student, or**
- **\$4,500 as a sophomore student** (with a valid educational program plan)

Obligations and Responsibilities of Student Borrowers (please acknowledge the following statements):

- I have completed the required Entrance Counseling session at <https://studentaid.gov/h/manage-loans>.
- I understand that I must complete an Electronic Promissory Note [MPN] online at <https://studentaid.gov/h/manage-loans> to have this loan request process completed.
- I have reviewed the Examples of Debt Levels, Monthly Payments, and Total Amount Repaid for All Direct Loan Repayment Plans in the enclosed publication titled, "Your Federal Student Loans – Learn the Basics and Manage Your Debt".
- I must have financial need to qualify for a subsidized loan.
- I understand that my loan request will not be processed until after my academic progress has been determined for the 2025-2026 academic year.
- I must be actively enrolled in and attending at least 6 units to receive loan funds. Late start classes may delay disbursement of funds. If I drop below 6 units, my future loan eligibility for 2025-2026 may be recalculated. (I may not be eligible for the second disbursement.) I may not receive loan funds at any other institution during the period of my loan at Miramar College.
- I understand that in order to qualify for a sophomore level student loan, I must have at least 30 units of coursework completed towards my current Education Plan and Degree Objective AND I must have a current official Education Plan accessible by the Financial Aid Office that matches my stated Education Plan and Degree Objective listed above (Question #12). The Financial Aid Office will determine the actual loan amount for which I am eligible.
- I understand that I should decide on an appropriate loan amount per academic year. Any request for additional loan funds may be subject to delay.
- I am required to pay an origination fee of 1.057% determined by the U. S. Department of Education for each loan disbursement on or after October 1, 2020, and before October 1, 2026. This fee will be deducted from the proceeds of my loan.
- First-time borrowers, with less than 30 units towards their stated program of study, per Educational Plan are subject to a 30-day delay in the disbursement of their first loan check.
- I understand that I am required to attend a loan exit interview or complete an online Exit Counseling Session at <https://studentaid.gov/h/manage-loans> if I drop below half-time (6 units), or before I transfer to another college.
- I understand that my loan will be reported to nationwide consumer reporting agencies (credit bureaus) and the National Student Loan Data System (NSLDS) on a regular basis. This information will include the disbursement dates, amount, and repayment status of your loan (for example, whether you are current or delinquent in making payments). If you default on a loan, we will report this to nationwide consumer reporting agencies. Your loan will be identified as an education loan. Schools may access information in NSLDS for specific purposes that we authorize.
- I understand that San Diego Miramar College may disclose information to third parties that the school district has authorized to assist the Financial Aid Office in administering the loan program. Can the Educational Credit Management Corporation (ECMC) and its representatives call or text you at your current or future cell phone number(s) using an automated dialer? Yes No

SIGNATURE

36. Please mark all of the following to verify that you understand and have completed all requirements to submit this form:

- I have completed the Federal Direct Subsidized Student Loan Request Form in its entirety and will submit it to the San Diego Miramar College Financial Aid Office.
- I have completed and signed the electronic Master Promissory Note (MPN) online at <https://studentaid.gov/h/manage-loans>.
- I have completed the Federal Direct Loan Entrance Counseling online at <https://studentaid.gov/h/manage-loans>.

37. Signature (actual wet signature in ink – no jpg, pdf, or electronic signatures permitted):

38. Date:

Submit by [upload link](#) to Miramar Financial Aid Office; or mail to/drop off at San Diego Miramar College, Financial Aid Office, 10440 Black Mountain Road, San Diego, CA 92126

FOR OFFICE USE ONLY

<input type="checkbox"/> Dependent	<input type="checkbox"/> Independent	Ed Plan:	Grade Level:	Aggregate:
<input type="checkbox"/> Fall 2025	<input type="checkbox"/> Spring 2026	<input type="checkbox"/> Summer 2026	<input type="checkbox"/> Fall 2025 & Spring 2026	
Amount Approved:	Loan Fees:	Staff/Date:		