How to Accept or Decline Your Student Loans

FEDERAL DIRECT LOANS

If you are awarded Federal Direct Subsidized or Unsubsidized loans, each loan must be accepted or declined. ALL of a Subsidized Loan must be accepted BEFORE accepting any portion of an Unsubsidized Loan.

Once your decline request has been submitted or your accept request has been submitted and sent to the Department of Education, you must contact the Financial Aid Office to request any changes.

PERKINS LOANS

Perkins Loans can be accepted or declined through your student center the same way to accept/decline Federal Direct Loans.

Finding Accept/Decline in Student Center

1. Click on Accept/Decline Awards

2. Select academic year loan will be for

Accepting Federal Direct & Perkins Loans

→ To accept ALL Federal Direct loans listed, click on the accept all button. OR, click on the box by each loan you want to accept. You may then reduce the Accepted amount if you wish.

→ The Accepted amount entered must be equal to or greater than $100.00, but not more than Offered amount.

→ Enter whole dollar amounts only with .00 cents! Example: 2,500.00

→ If you reduce the Accepted amount, the Offered amount will also be reduced.

→ See “Submitting Accept/Decline of Federal Direct & Perkins Loans”, to complete the process.

→ If you later decide that you need the original Offered amount you must contact the Financial Aid Office.

Declining Federal Direct & Perkins Loans

→ To decline ALL Federal Direct loans listed, click on the decline all button. Or, click on the box by each loan you want to decline.

→ To reduce an Accepted amount to zero, click on the Decline box

→ The clear all button resets your current entries.

→ See “Submitting Accept/Decline of Federal Direct & Perkins Loans”, to complete the process.
SUBMITTING Accept/Decline of Federal Direct & Perkins Loans

→ Once all Federal Direct Loan offers have been checked as accepted or declined, click on Submit box.

→ **WAIT!** To complete your accept or decline request, wait for the Accept/Decline confirmation message to appear, then click on Yes box to submit.

Accepting Loans for only one term

If you have been awarded a loan for the Fall and Spring terms*, but you would like to accept a loan for only one of the terms, the Student Center CANNOT be used. Please contact the Financial Aid Office for instructions.

*To see the terms awarded, click on the name of the Loan, under the Award heading.

Accepting Nursing Loans

Nursing Loans cannot be accepted through your student center. For accepting Nursing Loans, please contact Melissa Waite, mwaite@csufresno.edu.

**NOTE: ALL Loans NOT accepted within 30 days of the date of the award, or the beginning of the semester whichever is latest, may be cancelled.**

REQUIRED ENTRANCE LOAN COUNSELING & MASTER PROMISSORY NOTE (MPN)

If you have not already completed Entrance Loan Counseling or a Master Promissory Note (MPN) for your loans based on your attendance at Fresno State, you will need to complete one for Federal Direct and Perkins Loans.

**Federal Direct Loan Counseling and MPN**

Make sure to complete BOTH Entrance Loan counseling AND the MPN at www.studentloans.gov.

You will need your FSA Log In to sign in

**Perkins Loan Counseling and MPN**

Contact Melissa Waite, mwaite@csufresno.edu for completing the Entrance Loan Counseling and Master Promissory Note for Perkins Loans at Fresno State.