



**DIRECTIONS TO COMPLETE YOUR
ENTRANCE COUNSELING AND MASTER PROMISSORY NOTE (MPN)**

1. Visit studentaid.gov
2. Log In top right corner
3. Enter your FSA I.D. and password
4. Confirm your account information and set-up two-step verification

MASTER PROMISSORY NOTE (MPN)

1. Under “Loans and Grants” select “Master Promissory Note”
2. I am an Undergraduate Student “START”
3. Fill in your personal information
4. School Information Choose a State – Tennessee
5. Search School By Name – Martin Methodist College (It will default to University of Tennessee Southern once it is selected)
6. Enter information for 2 references
7. MPN Agreements (1 thru 5)
8. Review and Edit
9. Promises checkbox
10. Sign & Submit

First Name and Last Name required

You have successfully submitted your MPN