Steps to Completing the Stafford Loan Exit Counseling

1.) Log in to [www.studentloans.gov](http://www.studentloans.gov) (student info)

2.) Once logged in, click **Complete Counseling**.

   *Web site. If any of the information is incorrect, you must correct it at the Federal Student Aid PIN Web site.*

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

   - **Complete Counseling** (Entrance, Financial Awareness, and Exit)
   - **Complete Master Promissory Note**
   - **Request a Direct PLUS Loan**
   - **Endorse a Direct PLUS Loan**

3.) Choose the **Start Exit Counseling** option.

4.) Select the schools you wish to notify (you also have the option to add a school).

5.) This will prompt the 1st of the 5 sections to start.
   You must complete all sections to advance.

6.) Once finished, click **Submit Counseling**.

   *At the end, you will have the option to print the actual confirmation for the counseling you have just completed. Counseling records are forwarded to us on a daily basis.*
How to Access Your Student Loan Profile

The U.S. Department of Education’s National Student Loan Data System (NSLDS) provides information on your federal loans including loan types, disbursement amounts, outstanding principal and interest, and the total amount of all your loans. If you’re not sure who your loan servicer is, you can look it up on www.nslds.ed.gov or call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243).

Below are steps to assist you in navigating the website.


2. Select **Accept**.

3. Log in to NSLDS.

4. Review your loan profile. This lists your federal student loans only! If you borrowed a private loan, it will not be shown here.

   You can click each loan # to see the
   - Loan amount
   - Outstanding Principle Balance
   - Outstanding Interest Balance
   - Servicer/Lender/Guaranty Agency/ED Servicer Information

5. It is very important that you review and update the address field. The servicer and school use this information to maintain current contact with you during your repayment.