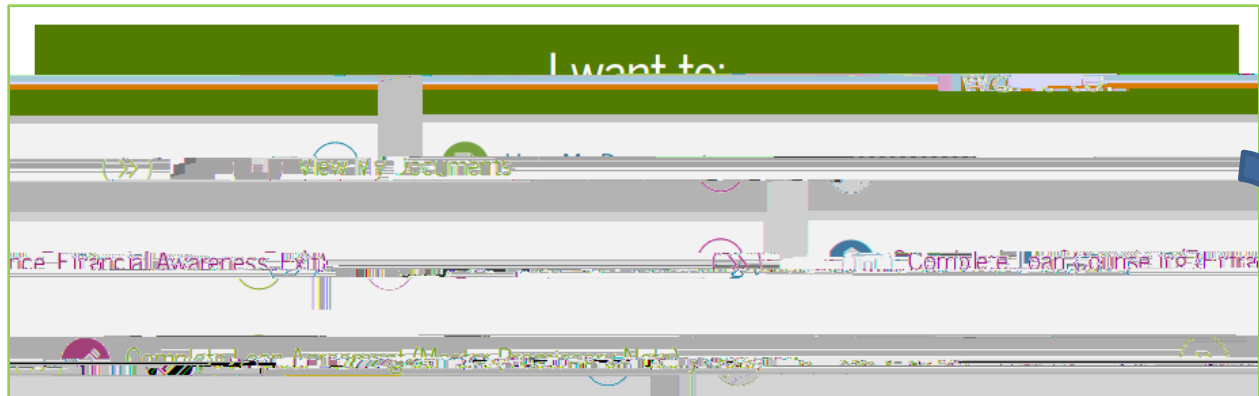
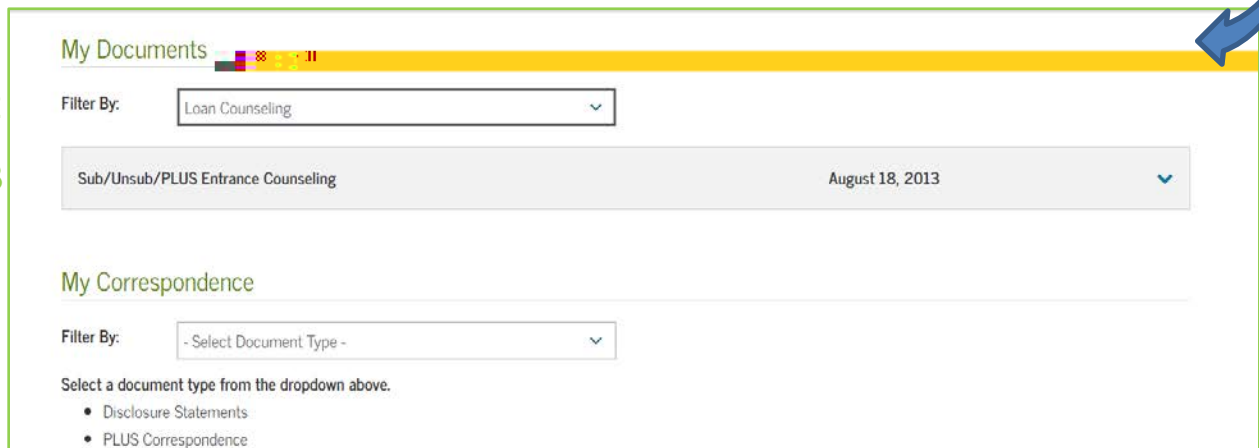


Entrance Loan Counseling Instructions Add School to Notify

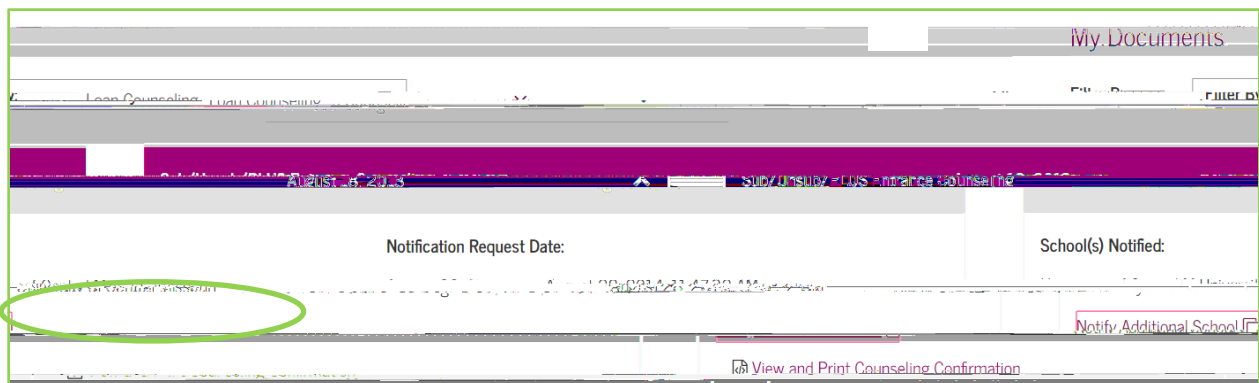
- x Log into **Student Loans** using your student Federal Student Aid ID number (FSA ID)
- x Choose the "View My Documents" option



- x Use the "Filter By" option to choose "Loan Counseling."
- x Click on the "Sub/Unsub/PLUS Entrance Counseling" option.



- x Choose UCM as a school to notify.



- x Once you successfully submit the notification, FSA will email confirmation to you. UCM will receive electronic confirmation, which will be updated in MyDoc within two business days.