### Terms and Conditions
- Login to your myDESU account.
- Click on the “Financial Aid Tab” and then click the “Award” link.
- Click on the “Accept Award Offer” tab.
- Read the terms and conditions and click either the “Accept” or “Do Not Accept” button. (You must accept the terms and conditions to receive financial aid.)

### Accepting Your Award
- Please logon to your “myDESU” account.
- Choose “Financial Aid” from the main menu.
- Choose “My Award Information”.
- Choose “Award By Aid Year”.
- Choose the appropriate aid year from the drop down box.
- Click on the “Accept Award Offer” tab by selecting Accept or decline for each fund.
- Accept the full award amount by selecting Accept Full Amount of All Awards.
- Accept a partial amount by selecting Accept and entering the amount in the Accept Partial Amount field.

### Completing Entrance Counseling
- Login to [www.studentloans.gov](http://www.studentloans.gov).
- You will need your FSA USER ID to access the site. Please click on the “Login” button and enter in the borrower’s information. If you do not have a FSA USER ID, please click on the link that says “HERE” to create the FSA USER ID from the homepage.
- Click the “Complete Counseling” link and then the “Entrance Counseling” link.
- Read all of the information listed. Click “Continue” to move on. You must answer all questions to complete this process.
- Be sure to include Delaware State University’s school information so notification will be sent to us that the Entrance Counseling has been completed. Print a copy for your records.

### Completing A MPN
- Login to [www.studentloans.gov](http://www.studentloans.gov).
- You will need your FSA USER ID to access the site. Please click on the “Login” button and enter in the borrower’s information. If you do not have a FSA USER ID, please click on the link that says “HERE” to create the FSA USER ID from the homepage.
- Click the “Complete a Master Promissory Note” link.
- Select the type of loan you are completing (Subsidized/Unsubsidized, Graduate PLUS, or Parent PLUS).
- Read all information listed and complete ALL steps until you reach the end.
- Please print the completed MPN.
- If you encounter difficulty logging on, call the Department of Education at 800-433-3243

### Completing Exit Counseling
- Please logon to [www.nslds.ed.gov](http://www.nslds.ed.gov) and select “Exit Counseling”.
- Click “Start” under the Loan Exit Counseling Section.
- Read all of the information and click next until you reach the “Login to Exit Counseling”.
- Enter in your personal information along with your FAFSA Pin.
- Click “Submit” and follow the instructions.

### Applying for a Parent PLUS Loan
- Login to [www.studentloans.gov](http://www.studentloans.gov).
- You will need your FSA USER ID to access the site. Please click on the “Login” button and enter in the borrower’s information. If you do not have a FSA USER ID, please click on the link that says “HERE” to create the FSA USER ID from the homepage.
- Click the “Request Direct PLUS loan” link.
- Enter In your personal information.
- Click “Submit” and follow the instructions.
- Be sure to include Delaware State University’s school information so notification will be sent to us that the Parent PLUS Loan Request has been completed.
- If you encounter difficulty logging on, call the Department of Education at 800-433-3243