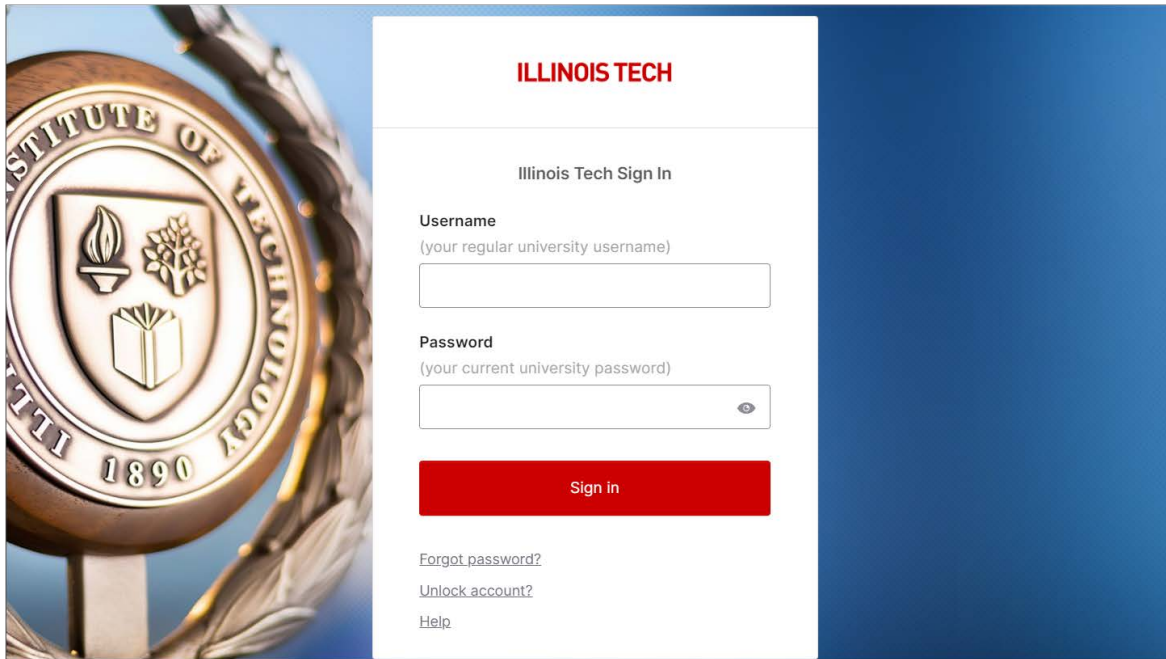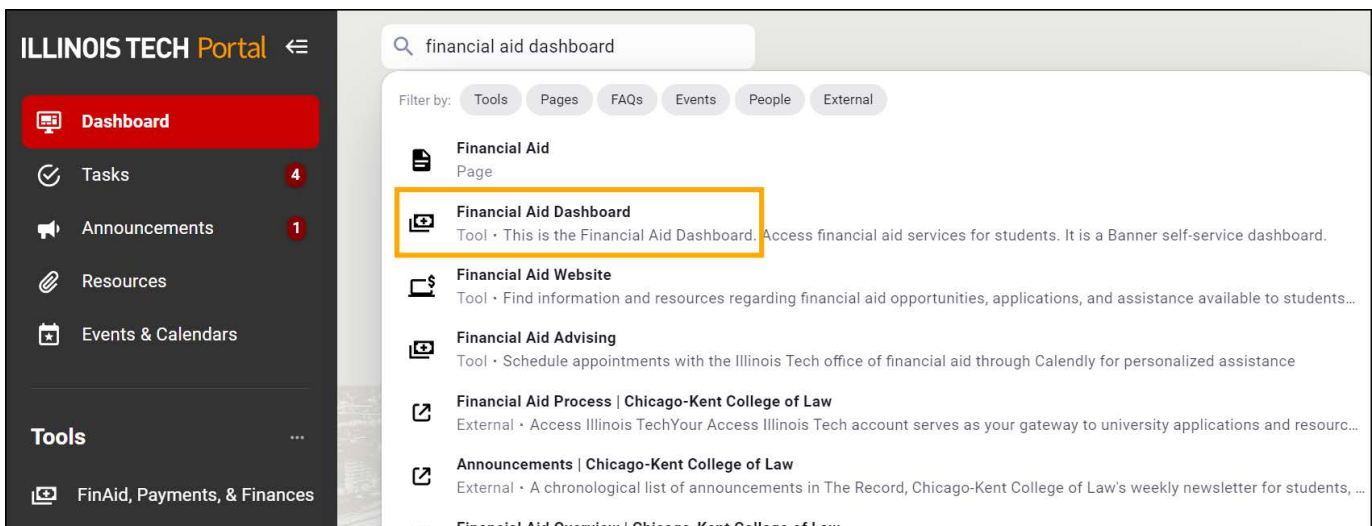# Accepting Subsidized/Unsubsidized Federal Student Loans
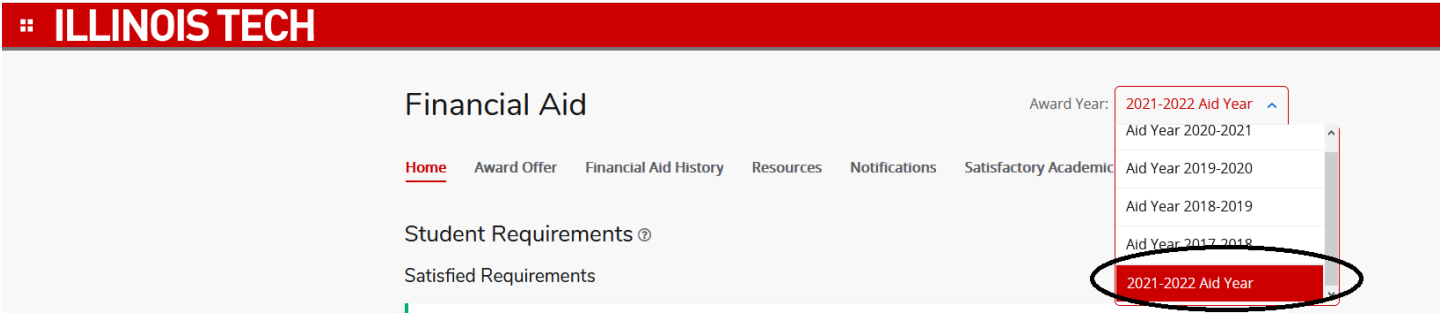
1. **Sign into the Illinois Tech Portal using your UID and Password**
   a. **Students receive their portal login information via email from the Office of Admissions or in person at student orientation. If you have forgotten your password, please click the "Forget Password" button at the bottom of the login screen.**
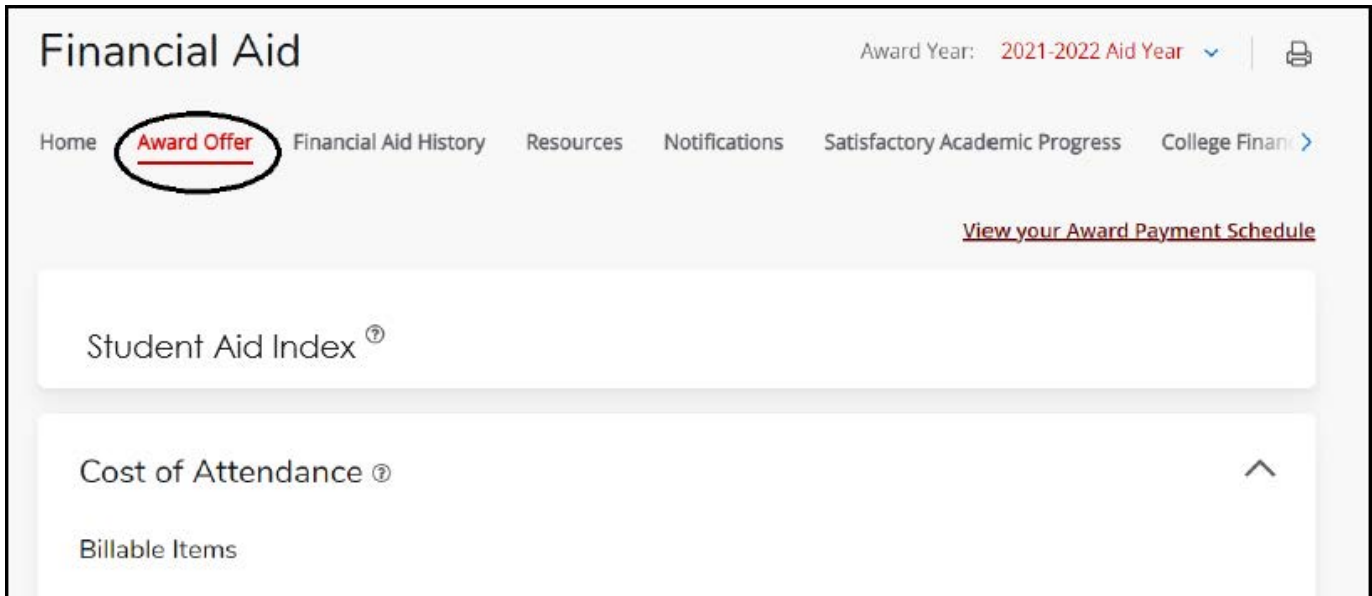

2. **Search for "Financial Aid Dashboard" or locate it within Tools.**

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3. In your Financial Aid Dashboard, select the correct aid year from the top right drop down.

4. On the "Award Offer" tab, you can view your aid offers for the year. This includes Illinois Tech scholarships (if offered at the time of admission) and any loans or Federal Work-Study for which you may be eligible.

5. Scroll to the bottom of the "Award Offer" tab to view Federal Student Loan offers.

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6. You can <u>modify</u> a loan offer by selecting "Modify" from the "Take Action" Drop Down, updating to the amount you would like, and then hitting "Submit"

7. You can <u>accept</u> a loan offer by selecting "Accept" from the "Take Action" Drop Down and then hit "Submit"

8. If this is your first time borrowing loans or if you have not borrowed a federal loan in ten years, you must complete the steps below:

   a. Login to www.studentaid.gov using your FSA ID and password.

   b. Complete a Master Promissory Note (MPN) at https://studentaid.gov/mpn/

   c. Complete Entrance Counseling at https://studentaid.gov/entrance-counseling/. This is an online tutorial regarding borrower's rights, repayment and responsibilities.

9. Sit tight. Your loan will disburse on the first day of class, provided that all steps above are completed before classes begin. If classes have already begun, the loan will disburse in 3-5 business days.

Questions? Contact the Office of Financial Aid.

PHONE 312.567.7219 or 866.901.1866 (toll free)

EMAIL finaid@iit.edu

SET UP A VIRTUAL APPOINTMENT: https://bit.ly/iitfinaid

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