How to Complete My Loan Entrance Counseling Online?

Why is this necessary and why do I have to do this? This is a federal requirement for all students seeking to borrow federal student loans. It’s required for every institution you attend. Failure to fulfill this requirement, the Department of Education will not transmit your loan funds to the institution you are enrolling.

Is there a paper format where I can submit to the Department of Education? Many schools are going green and so is the Department of Education. Completing it online saves trees (paper printout, envelope and stamp) and it also saves you money and time.

Browser Requirements:
Please use Internet Explorer or Firefox to complete your counseling: Safari and Chrome is not yet supported.

1. On your browser, go to www.studentloans.gov and click on the “Sign In” button

2. Proceed with signing in by entering your, then click Sign In button
   a. Social Security Number
   b. First two letters of your Last Name
   c. Date of birth (be sure you enter the correct format: mm/dd/yyyy)
   d. PIN (same one you used for your FAFSA)
3. Now, click on the “Complete Entrance Counseling”

4. Then click on the *Complete Entrance Counseling*
5. Indicate your grade level (undergraduate or graduate) and click the Continue button

6. Click the next Continue button

7. Use the drop-down menu to select “CALIFORNIA” as the state and use the second drop-down menu to select “CALIFORNIA INSTITUTE OF INTEGRAL ST” as your School Name. Then click the Continue button.
8. Continue through the end of the Entrance counseling