



Richard Bland College
of WILLIAM & MARY

Steps for Completing Entrance Counseling & Master Promissory Note

Entrance Counseling

Step 1: Go to <https://studentaid.gov/>

Step 2: Log-in with your FSA ID Username and FSA Password

Step 3: Select “Complete Aid Process”

Step 4: “Complete Entrance Counseling”

Step 5: Select “Start” I am Undergraduate Student

Select “State and School” —Notify School

Proceed to complete the Entrance Loan Counseling Session (Carefully read the information as you will be quizzed)

Master Promissory Note

Step 6: Return to the Home Page

Step 7: Select “Complete Aid Process”

Step 8: Select “Complete Master Promissory Note”

Step 9: Select “Start” I am Undergraduate Student

Complete steps 1-5 and submit