

# Undergraduate Student Loan To Do List Guidance

Check your To Do List in [My Akron's](#) Student Center to see which item(s) are outstanding.

These requirements can be completed at [www.studentaid.gov](http://www.studentaid.gov) by selecting the **"In School"** Tab. Please note; when logging in to complete these requirements please use your student FSA ID. (Don't use your parents FSA ID).

The screenshot shows a navigation bar with four tabs: "Considering School" (I'm thinking about going to college or a career school.), "In School" (I'm in the process of earning a degree or certificate.), "Parent" (I want to help my child pay for college.), and "In Repayment" (I have loans I need to repay.). Below the tabs, there is a section titled "We're here to help you access and manage your financial aid." with a brief description. To the right, under "POPULAR TOPICS", there is a list of tasks: "Renew Your FAFSA® Form", "Apply for a PLUS Loan for Graduate School", "Complete a Loan Agreement (Master Promissory Note/MPN)", "Complete the Annual Student Loan Acknowledgment", "Complete Loan Entrance Counseling", "Use Loan Simulator", and "Complete TEACH Grant Counseling and Agreement to Serve". The "Complete a Loan Agreement (Master Promissory Note/MPN)", "Complete the Annual Student Loan Acknowledgment", and "Complete Loan Entrance Counseling" items are highlighted with red boxes.



If [Entrance Counseling](#) is needed:

1. Click on **Complete Entrance Counseling** and Log in with YOUR FSA ID and Password, and complete the Entrance Counseling process.

If [Annual Student Loan Acknowledgement](#) is needed:

1. Click on **Complete Annual Student Loan Acknowledgement** and Log in with YOUR FSA ID and Password. Complete the Annual Student Loan Acknowledgement. **This is requirement must be completed each year effective with the 2021-2022 aid year.**

If a [Master Promissory Note \(MPN\)](#) is needed:

1. Click on **Complete A Master Promissory Note (MPN)**.
2. Click on **I'm an Undergraduate Student** and sign in with your FSA ID and password.

The screenshot shows a screen titled "Choose the Direct Loan MPN you want to preview or complete". It has three main sections, each with a "Log In To Start" button and a "View Demo" link. The first section is "I'm an Undergraduate Student" (MPN for Subsidized/Unsubsidized Loans). The second section is "I'm a Graduate/Professional Student" (PLUS MPN or MPN for Subsidized/Unsubsidized Loans for Graduate/Professional Students). The third section is "I'm a Parent of an Undergraduate Student" (PLUS MPN for Parents of Dependent Undergraduate Student).

The University of Akron will receive notification when you complete Entrance Counseling, the Annual Student Loan Acknowledgement and/or Master Promissory Note (MPN). Please allow 5 business days for the To Do List to be updated.