



Dear USF Student,

This letter is in regards to your upcoming or recent separation from the University of St. Francis. When a student ceases to be enrolled for at least half-time registration status a Federal Loan Exit Counseling process is required. Our records show that during your enrollment at USF you borrowed a federal loan from the Department of Education. As you make plans for your separation from USF or look forward to the completion of your program, you may have questions regarding the educational loans you borrowed and repayment options available. The Federal Exit Loan Counseling process will assist you in preparing for the repayment of your educational loans.

This Exit Loan counseling session is mandatory of all students that borrow loans from the Direct Stafford Loan program. This is a federal requirement and a hold has been placed on all transcripts pending receipt of your completed Exit Counseling document. The Exit Loan Counseling session is found online at: <https://studentloans.gov> You may want to bookmark this site for future reference. To begin, click on **Complete Exit counseling**. The session will take about 30 minutes to complete.

You will need your Department of Education FSA ID and password, your name, social security number, and date of birth. This is the same FSA ID and password that you have used previously to file your FAFSA Application. You may register for replacement FSA ID or password at <https://fsaid.ed.gov>. After logging in, you will be prompted to answer a series of questions at the end of the session. Please forward the email of the confirmation page you receive when the session is finished to University of St. Francis, Financial Aid Services at finaid@stfrancis.edu. To view your complete federal loan information and to know who your loan servicer is, please log onto **National Student Loan Data System** at <https://www.nslds.ed.gov>.

Best wishes on your professional endeavors as you leave the University of St. Francis. Please call our office at (815) 740-3403 or toll-free at (866) 890-8331 if you have any questions or need assistance in completing this required exit session or the materials in your packet.

Sincerely,

Bruce A. Foote
Executive Director of Financial Aid Services