

First-Time borrowers of Federal Direct Subsidized, Unsubsidized or PLUS Loans are required to complete [Entrance Counseling](#) prior to the first disbursement of loan funds. To complete your counseling:

1. Using your FSA ID, log in to [StudentLoans.gov](#).
2. On the Welcome to StudentLoans.gov screen, select Complete Counseling.

The screenshot shows the StudentLoans.gov website interface. At the top, it says "Federal Student Aid" and "PROUD SPONSOR of the AMERICAN MIND™". The navigation bar includes "My Account", "Getting Loans", "Tools and Resources", "Managing Repayment", "FAQs", and "Contact Us". The main content area is titled "Welcome to StudentLoans.gov" and contains the following text: "Before you begin, verify that your personal information is up to date. Based on information that you provided for your FSA ID, we have populated your personal information. If any of this information is incorrect, you must correct the information associated with your FSA ID." Below this, a red box highlights the "Complete Counseling" option, which is part of a list of actions: "Complete Counseling (Entrance, Financial Awareness, PLUS, Exit)", "Complete a Master Promissory Note", "Request a Direct PLUS Loan", "Endorse a Direct PLUS Loan", "Complete Direct Consolidation Loan Application and Promissory Note", "Complete Income-Driven Repayment Plan Request", "Co-sign Spouse's Income-Driven Repayment Plan Request", and "I am not sure (we will ask you a series of questions to direct you)". A red circle with the number "2" is placed next to the "Complete Counseling" option. On the right side, there is a "Personal Information" section with fields for "Borrower:", "Social Security Number:", "Date of Birth:", and "E-mail:", along with an "Update E-mail and/or My Preferences" link. Below that is a "Tools and Calculators" section with a "Repayment Estimator" tool.

3. From the “Choose Loan Counseling Type” screen, select Entrance Counseling:

The screenshot shows the 'Choose Loan Counseling Type' page on StudentLoans.gov. The page is titled 'Complete Counseling' and features a sidebar on the left with a navigation menu. The main content area is titled 'Choose Loan Counseling Type' and contains three counseling options:

- Entrance Counseling** (Required): A counseling session will take at least 30 minutes to complete. You must complete the counseling in a single session. You cannot save a partially completed counseling session. A red box highlights this option, and a red circle with the number '3' is placed over the 'Start Entrance Counseling' button.
- Financial Awareness Counseling**: Financial Awareness Counseling provides tools and information to help you understand your financial aid and help you manage your finances. Complete this counseling any time.
- PLUS Counseling**: PLUS Counseling is required if the U.S. Department of Education has informed you that you have an adverse credit history and you have obtained an endorser or documented to the satisfaction of the U.S. Department of Education that there are extenuating circumstances related to your adverse credit history. PLUS Counseling can be completed voluntarily at any time. If PLUS Counseling is completed voluntarily and you are determined to have an adverse credit history by the U.S. Department of Education within 30 days of PLUS Counseling completion, your PLUS Counseling requirement will be considered to be fulfilled.

At the bottom of the page, there is an option for **Exit Counseling** (Required), which is required when you graduate, leave school, or drop below half-time enrollment.

4. Choose **SUNY at Buffalo** as the school to notify on the Select Your Schools page (The State University of New York at Buffalo will appear at the top of the screen, and 501 Capen Hall will be the address that populates when you click on “notify this school”. If ANY other address appears in this section, you have not selected UB.).

In the Select Student Type box, choose the option that represents your current academic level (Undergraduate or Graduate/Professional.).

**Entrance Counseling**

### Select Your Schools

Select up to 3 schools you wish to notify of your counseling completion. These schools will only receive a notification indicating that you successfully completed Entrance Counseling, and the date it was completed.

**Select Schools to Notify**

**SUNY AT BUFFALO (G02837)** **501 CAPEN HALL  
BUFFALO NY  
142600001**

**Add School to Notify**

U.S. Schools/U.S. Territory Schools

School State/U.S. Territory:

School Name:

Non U.S. Schools

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**School Name:** SUNY AT BUFFALO  
**School Code/Branch:** G02837  
**School Address:** 501 CAPEN HALL  
NORTH CAMPUS  
BUFFALO, NY 142600001

**Select Student Type**

I am completing entrance counseling to receive Direct Loans as an undergraduate student.

I am completing entrance counseling to receive Direct Loans as a graduate or professional student.

Complete all sections within the counseling session and click "Submit". You will receive a confirmation email from [StudentLoans.gov](http://StudentLoans.gov) immediately after completion. Keep the email for your records. UB will also be notified that you have completed the counseling, as long as you selected us as a school to be notified.

If you believe you have already completed entrance counseling but are still showing the requirement in your HUB To Do List, please contact our office at (716)645-8232 or [UBFA@buffalo.edu](mailto:UBFA@buffalo.edu).