APPLICATION INSTRUCTIONS

1. Visit www.pin.edu.gov to request a federal Personal Identification Number (PIN) and complete FAFSA on the Web at www.fafsa.ed.gov. It will be easier to complete the FAFSA if you have already completed your tax returns. For Question #102a, list Touro College at the following address: 27-33 West 23rd Street, New York, NY 10010. The FAFSA school code = 010142. (Reminder: If you are under 26 years of age, eligibility is determined using your parents’ ability to contribute to your educational expenses, your FAFSA must include all parental data). When you file the FAFSA on the Web, you can link directly to TAP on the Web (TOTW), which will allow you to apply for TAP and other New York State grants and scholarships. The TAP school code for Touro Law Center is 5866.

2. Complete the enclosed Touro Law Center Financial Aid Application. Under the “LOAN REQUEST” heading, for “Name of Lender” write in “Direct Loan” and the amount of money you are requesting for each loan type.

3. Complete the Stafford/Grad PLUS Loan Entrance Interview. Visit www.StudentLoans.gov. Under the “Manage MY Direct Loan” box, sign in using your FAFSA Pin#. From the drop down box, in the Counseling section, click on Entrance Counseling. Follow the process. You will receive a confirmation once you have completed the process. Print a copy of the Entrance Interview Confirmation.

4. Complete a Direct Stafford Subsidized/Unsubsidized Loan Master Promissory Note (MPN) and if you are opting for an additional loan, complete the Grad PLUS application and Direct Grad PLUS Master Promissory Note (MPN), visit www.StudentLoans.gov. Under the “Manage My Direct Loan” box, sign in using your FAFSA Pin #. From the drop down box in the Master Promissory Note section, click on Complete MPN. From this point, you will have a choice to complete the Direct Stafford Subsidized/Unsubsidized Stafford MPN, the Grad PLUS Application and the Direct Grad PLUS (MPN). First, complete the Direct Stafford Subsidized/Unsubsidized MPN. When selecting a school click the option for Touro College-Main Campus Midtown, 27-33 West 23rd Street, NY, NY 10010. Next e-sign the Master Promissory Note (MPN) and print a hard copy. If you are also seeking a Direct Grad PLUS Loan, repeat the process but be certain to click on Grad PLUS. Additionally, complete the Grad PLUS Application, which serves as a credit check. Print a hard copy of the loan application and credit approval.

5. Submit the following to the Financial Aid Office:
   - Touro Law Center Financial Aid Application
   - Copy of Direct Stafford/Grad PLUS Loan Entrance Interview Confirmation
   - Copy of Completed E-Signed Direct Federal Stafford Loan Master Promissory Note (MPN)
   - Copy of Completed E-Signed Direct Federal Grad PLUS Master Promissory Note (MPN) and notification of credit approval or Alternative/Private Education Application
   - Copy of Driver’s License
   - Copy of Social Security Card
   - Tax Returns (if requested, after initial review by the Financial Aid Office)
   - Citizenship Documentation (if requested, after initial review by the Financial Aid Office)