



Instructions for Accepting RRCC Terms and Conditions for Financial Aid AND Loan Offers

Remember that loans must be repaid, so borrow only what you need!

You **must** accept and complete the **Red Rocks Community College Financial Aid Terms and Conditions**, a **Direct Loan Master Promissory Note** and **Direct Loan Entrance Counseling** before any loans can be processed.

RRCC Terms and Conditions of Financial Aid

Even if you are not planning on accepting any loans for the coming year, we still suggest you read them so you will have a better understanding of how financial aid at RRCC works.

1. Log into the Rock portal
2. Click on the "Student Finance" tab
3. In the middle of the screen, there is a box that states "My Financial Aid Information"
(If you have attended other institutions, please be sure you are viewing RRCC)
4. Click on the link that says "Award Overview"
5. Click on the drop down menu to pick the correct aid year "2014-2015 RRCC", then hit the submit button
6. On the newly populated screen, click on the tab that says "Terms and Conditions"
7. Read the Terms and Conditions and click on the "Accept" button

Fall/Spring terms:

~ After completing the RRCC Terms and Conditions you will now be able to see the "Accept Award Offer" tab, and may now choose to decline or accept, full or partial award amounts through web accepting.

Summer term:

~ After completing the RRCC Terms and Conditions you will now be able to see the "Accept Award Offer" tab, however, the web accept is unavailable during the summer term. Please visit <http://www.rrcc.edu/financial-aid/forms> for further information.

⇒ **First-time loan borrowers will be subject to a 30 day disbursement delay** (from beginning of term).

⇒ **Loan periods always have a two disbursement requirement.**

Entrance Counseling / Master Promissory Note

***** Required for all loans accepted *****

Please visit: <https://studentloans.gov/myDirectLoan/index.action>

1. **Complete and submit the Entrance Loan Counseling under "Manage My Direct Loan". You must complete Entrance Loan Counseling for Direct Loans regardless of Entrance Counseling completed in previous terms.**
2. **Complete and submit a Stafford Direct Loan Master Promissory note (MPN) at the same website.**

***** IMPORTANT: STEPS #1 AND #2 NEED ONLY BE COMPLETED ONCE WHILE ATTENDING RRCC!**

Students are encouraged to plan a budget. You may plan a budget here and are encouraged to follow these steps. <http://www.educationcents.org/>. Read the loan information on Direct Loan Overview on StudentLoans.gov especially regarding subsidized vs. unsubsidized loans.

Red Rocks Community College financial aid office offers eligible students Federal Stafford Direct Loans which can be accepted, reduced or declined online through your student account login on:

<https://myportal.cccs.edu/jsp/misc/schoolLoginNew.jsp?school=rrcc>

*Any changes to the loan period must be submitted in writing to the financial aid office, and will be considered only under specific circumstances that the student must **document on a loan change request form after meeting with a financial aid advisor**. Changes to the loan period may result in a delay of payment of loan funds, and will not be processed until after the census date. **All loan change requests are processed in the order of receipt.***