

**FEDERAL DIRECT LOAN  
ELECTRONIC MASTER PROMISSORY NOTE (eMPN)  
WORKSHEET**

Following is some basic information that is required in order to generate a Federal Direct Loan Electronic Master Promissory Note (eMPN). It may be helpful to complete this worksheet prior to going to the Direct Loan web site.

- Student's FSA ID Username (or Verified E-mail Address): \_\_\_\_\_
- Student's FSA ID Password: \_\_\_\_\_
- To create an FSA ID Username and Password or if you have forgotten them go to:  
<https://fsaid.ed.gov>
- Student's driver's license number and state: State \_\_\_\_\_ Number \_\_\_\_\_  
(For students who do not have a driver's license, enter your state code in both the state and number questions)
- The following reference information is required when completing the eMPN:

**Information must be provided for two persons with different U.S. addresses who have known the borrower for at least three years.**

Name \_\_\_\_\_

Permanent Street Address \_\_\_\_\_

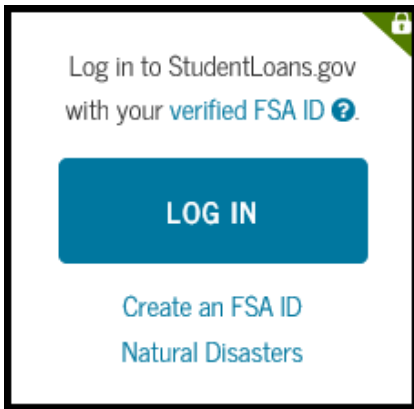
City, State, Zip Code \_\_\_\_\_

Area Code/Telephone No. (\_\_\_\_\_) \_\_\_\_\_

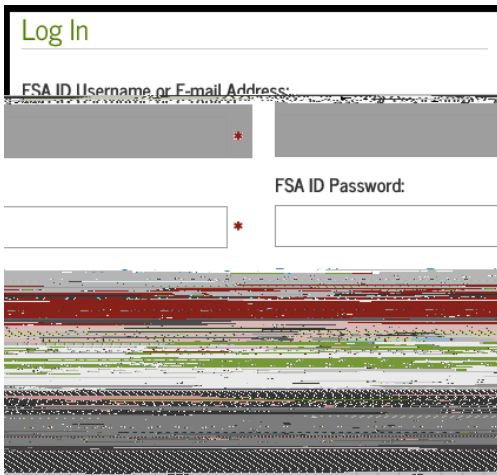
Relationship to the borrower

## Instructions for filling out the Electronic Promissory Note (eMPN) online

**Step 1:** Click on “LOG IN”



**Step 2:** Enter FSA ID Username or Email Address and FSA ID Password and then click “LOG IN”



**Step 3:** Read the Disclaimer and click “ACCEPT”

