

## Exit Loan Counseling Instruction Sheet

All students who borrowed through the Direct Student Loan Program during the current academic year are required to complete an Exit Loan Counseling Session. This process is required by federal regulations and provides students with information regarding their rights, responsibilities and obligations to the Direct Student Loan Program.

In order to facilitate individual time schedules, the Exit Loan Counseling Session will be conducted on the Internet through CWC's Website. In order to complete the Exit Loan Counseling Session, you will need the following information:

- a) Your driver's license number
- b) Your total loan history including loan type and loan balance
- c) Your expected employer and address, if applicable
- d) Name, address and telephone number of next-of-kin
- e) Name, address and telephone number of two personal references

To access the Exit Loan Counseling Session, please follow these steps:

- 1) **From any computer with Internet access**, go to CWC's website at:  
<http://www.cwc.edu>
- 2) Click on "Cash 4 College"
- 3) Click on "Additional Financial Aid Links"
- 4) Click on "Student Loan Exit Counseling" (This will take you to the necessary website)
- 5) Click on "Complete online Student Loan Counseling"
- 6) Click on "Stafford Exit"
- 7) Upon completion of the quiz, click "Submit your information".
- 8) Confirmation of your completion of the Exit Loan Counseling Session will be forwarded to the Financial Aid Office via e-mail.

**If you fail to complete this process by the deadline on the enclosed letter, a hold will be placed on your academic transcript requests or registration for subsequent terms.**

If you need further clarification about this process or have any student loan questions, please feel free to contact the CWC Financial Aid Office at 307-855-2274 or in-state, toll-free at 1-800-865-0195.