



## Electronic Signature Instructions

To complete your entrance interview and sign your Perkins loan promissory note online:

● **You must have the following information available to enter online:**

- Your Social Security Number
- Your FAFSA PIN
- The name of the SUNY campus you plan to attend
- The name, address and phone number of a parent or relative *and* two personal references

● **Complete the following 7 steps:**

- Step 1 **Confirm** your identity – provide SSN, last name, date of birth
- Step 2 **Authenticate** - using your FAFSA PIN
- Step 3 **Review** and **Complete**: Requirements and Consent; Entrance Counseling; and Test Your Understanding
- Step 4 **Review** and **Accept** your Rights and Responsibilities
- Step 5 **Provide** Reference Information
- Step 6 **Review** and electronically **Sign** your Promissory Note
- Step 7 **Print** and **Securely Retain** your SLSC Internet Account Information

● **You will be provided a PIN number in step 7 above to allow you online access to your Perkins loan account information. It is very important that you retain this SLSC PIN number in a secure location for future use.**

- After you have completed the entrance process and successfully signed your promissory note, you may review your loan documentation by selecting Borrower Account Inquiry from the SLSC home page: <http://slsc.albany.edu> and logging into your account using the SLSC PIN provided in Step 7 above.