Electronic Signature Instructions for your Perkins Loan

1. Must accept Perkins Loan first with the Financial Aid Office!
2. Please allow TWO weeks of the date you accepted the Perkins Loan before attempting the instructions below.

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

- Go to the Student Loan Service Center website at [http://slsc.albany.edu](http://slsc.albany.edu)
- Choose the “Entrance Interview and Promissory Note” link
- 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 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](http://slsc.albany.edu) and logging into your account using the PIN provided in Step 7 above.