

How To

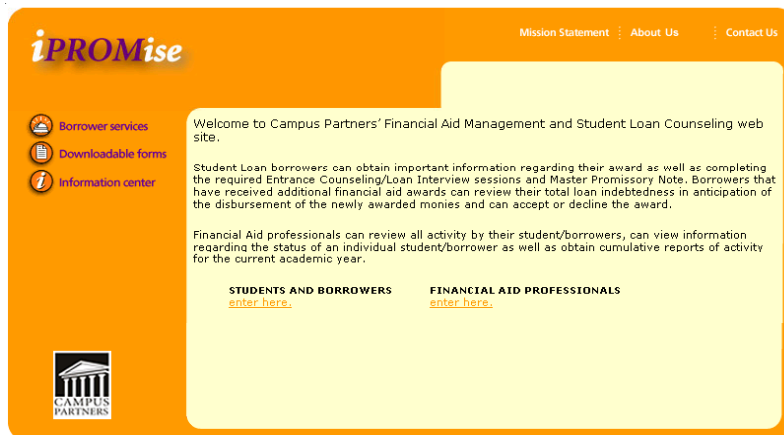
Use *iPROMise*

iPROMise provides your borrowers with the ability to complete their Entrance Counseling, the Loan Interview and the Federal Perkins Master Promissory Note (MPN) via a secure Web site. The process is quick and provides several options to the borrower for the actual 'signing' of the promissory note. Best of all, it saves you time and keeps you in compliance with federal regulations.

Here is an overview showing just how simple the process can be for you and your borrowers.

- Your student will visit the ipromise.campuspartners.com Web site. First time visitors will select their school and will be guided through the process of establishing their identity and registering for a User Name and Password that they will use to login to the site. (A student will only be allowed to register if Campus Partners has received notification of an award by the school.)
- Once logged in, the student will be taken through the Entrance Counseling session.
- After Entrance Counseling has been completed, the Loan Interview is presented.
- When all required data has been entered on the Loan Interview, the borrower will be presented with both the MPN and Truth-in-lending disclosure or the Total Loan Indebtedness disclosure if a multi-year MPN has previously been signed.
- Students receiving the MPN may sign their MPN using their FSA PIN number. If the student prefers to pen and ink sign their MPN, they can print the documents at their location, or if they do not have access to a printer, can request that a copy of the documents be mailed to them.
- Students receiving the Total Loan Indebtedness disclosure will be asked to accept or decline the award.
- The student can return to the web-site at a later date and view and print their MPN.

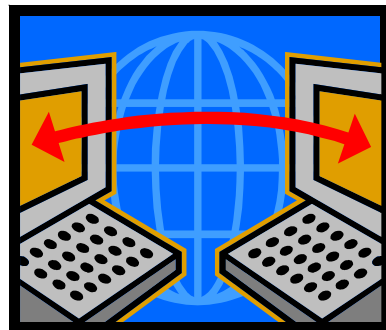
Participating schools receive updated information on a daily basis of all activity by their awarded students.



Getting Started

iPROMise is an optional service and requires a separate contract. After the contract is signed, customers submit a file that contains specific information regarding the students and their awards to Campus Partners via FTP. This file is loaded into the *iPROMise* database and the student can access and complete their MPN.

Notification to the awarded students of the availability of their MPN is an additional optional service. If this service is selected, the student will be notified of their availability by e-mail or letter notification. This notice will include instructions for accessing the Web site. The cost of the notification depends on the method of notification.



Coming Soon!

Campus Partners is currently in the final development and testing stages of enhanced reporting for *iPROMise* customers. Soon, a file containing updated status information will be available for download via FTP. This will eliminate the need to handle a paper report containing status data.

