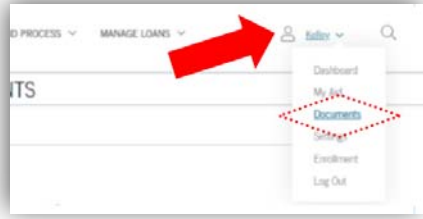

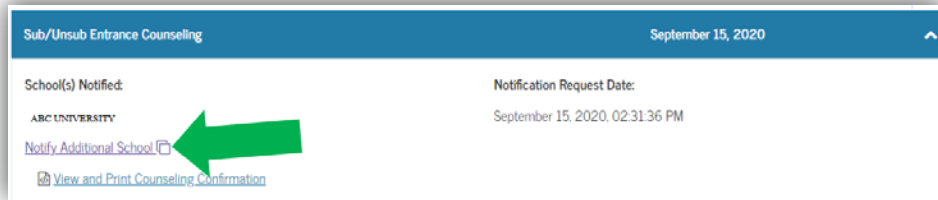


Add College to your Prior completed ENTRANCE COUNSELING

1. Log into <https://studentaid.gov/> with your FSA ID
2. Once logged in hover over your name in the top right until a dropdown menu appears.
Select: Documents



3. Under My Documents
Filter by: Loan Counseling from the drop-down menu.
4. Your prior completed counseling session(s) will appear here. Select the  to update this session.
Select: Notify Additional School



5. *Choose a state: VIRGINIA*
Search school by name: Bon Secours Memorial College of Nursing, Southside College of Health Science, or Bon Secours St Mary's Hospital School of Medical Imaging

A screenshot of the 'NOTIFY ADDITIONAL SCHOOL' form. The form has a title 'NOTIFY ADDITIONAL SCHOOL'. Under 'Select School to Notify', there are two radio buttons: 'U.S. Schools/U.S. Territory Schools' (selected) and 'Non U.S. Schools'. Under 'Choose a state:', there is a dropdown menu with 'VIRGINIA' selected. Under 'Search school by name:', there is a search box with 'Select or type' and a list of schools: BLUEFIELD COLLEGE, BON SECOURS MEMORIAL COLLEGE OF N, BON SECOURS ST MARY'S HOSPITAL S, and PRINCETON COLLEGE. There is a grey box on the right that says 'Add a school using search or filters on the left'. At the bottom, there are two buttons: 'SUBMIT' and 'Exit'.

6. *Select: SUBMIT*

When you have successfully entered our college, it will be listed under School(s) Notified with a current Notification Request date.