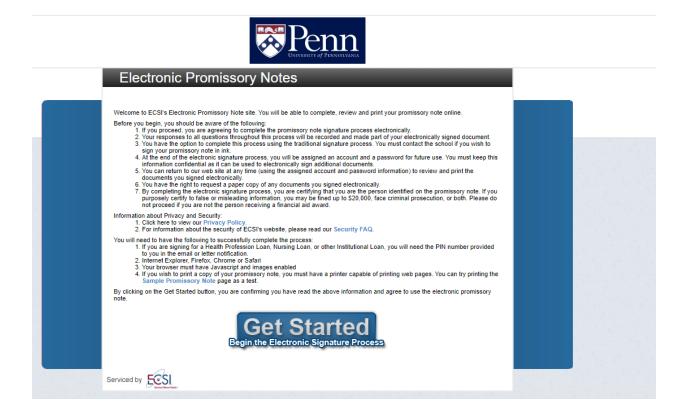
How to sign the ESCI Master Promissory Note

- 1. When your Master Promissory Note is ready to sign you will receive an email from our partner ESCI (webmaster@ecsi.net) with specific instructions.
- 2. Navigate to https://www.ecsi.net/promd45. If you have pop up blockers or safety protection you may need to disable to reach the website. If you still encounter difficulties attempt to use Chrome and on a PC computer. Select Get Started.



3. Fill in information. The SSN will be the SSN that the University of Pennsylvania has on file for you.

Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > Step 6 > Step 7	
Confirm Availability of Promissory Note/Loan Packages	
We will need to confirm that	you have award packages, promissory notes, and/or loan packages available for signature before you can continue. Please enter the information requested below to complete the confirmation process.
Your School:	University of Pennsylvania
Social Security Number:*	
First Name:*	Joe
Last Name:*	Lange
Date of Birth:*	(mmddyyyy)
*Required Fields	
Submit	

Accurate as of 9/16/2022 NS - SFA

4. You will then be asked to Authenticate yourself. You will require the Pin Number in the notification e-mail from ESCI. If you do not know the Pin Number please select "Need help Logging in" to gather the Pin"

Authenticate Yourself We require proof of your identity before you can continue Before you continue, you must know the PIN that ECSI has issued to you. If you do not have a PIN or have forgotten your PIN, please visit the Need help logging in? page. If you are unable to receive your PIN/Password, please contact ECSI at (888) 549-3274 before attempting to continue. You will be asked to identify yourself on the next page and will not be permitted to continue without valid credentials. Important: By completing the ECSI authentication, you are certifying that you are the person identified by those items. Once you have been authenticated, you will be permitted to review and sign your promissory note electronically

5. Enter Pin and hit submit

Confirm Availability of Promissory Note/Loan Packages

D€

School: University of Pennsylvania 200-10-2209 Social Security Number: Enter your ECSI PIN:



6. Your Consent Page will show. Select Loan you wish to sign, certify you have the cored hardware & software to move forward.

Before you begin, there is some important information that we would like you to know.

- 1. If you proceed, you are agreeing to complete the entrance courseling and promissory note signature process electronically.
 2. Your responses to all questions throughout this process will be recorded and made part of your electronically signed document.
 3. You have the option to complete this process using the traditional signature process (printing and signing) your promissory note instead of electronically signing.
 4. At the end of the electronic process, you will be assigned an account. We will generate a PINIpassword for future use. You must keep this information confidential.
 5. You can return to our velocities of any time to review and print documents that you electronically signed using the assigned login information provided to you at the end of the electronic process (see item 4 above).
 6. You have the legit to request a paper copy of any documents that you agreed electronically.
- ☐ By checking this box, I certify that I have the required hardware and software as stated above and I agree to use an electronic entrance interview and promissory note process (electronic signature).

7. Once you confirm eligibility walk through completing the Promissory Note & Entrance Counseling.