HOW TO APPLY FOR A PARENT PLUS LOAN

PLEASE NOTE: Only the Biological or Adoptive Parent, or a Stepparent whose financial information has been included on the FAFSA is eligible to borrow a Parent Plus Loan. Grandparents and other family members or friends who have not legally adopted the student are ineligible to borrow a Parent Plus Loan; however, they are eligible to Endorse (Co-sign) a Parent Plus Loan for an eligible parent. The student is also ineligible to Endorse (Co-Sign) a Parent Plus Loan for their parent.

1. Go to the website www.studentloans.gov, click on the Sign In button(see below)
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2. Sign in (you will need the following information in order to Sign In):
   a. The Social Security Number of the parent who is applying for the loan
   b. The first two letters of the last name of the parent who is applying for the loan
   c. The date of birth of the parent who is applying for the loan
   d. The Federally issued Financial Aid PIN number for the parent who is applying for the loan (see below)
      i. If the parent who is applying doesn’t have a Federally issued Financial Aid PIN number, they can apply at [www.pin.ed.gov](http://www.pin.ed.gov)
3. Once signed in, click on the option titled “Request a Direct PLUS Loan”
4. On the next page, scroll down to the bottom and click on the loan type (Parent PLUS) that you are applying for.
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5. Proceed to fill out each step of the application (there are four steps/screens). **PLEASE NOTE:** A CREDIT CHECK IS PART OF THE APPLICATION PROCESS. You will know that you have completed the application when you see a credit check decision on your screen (Accepted or Denied)
   a. **KEY TIP** – When filling out the amount of the loan, you will want to select a specific amount if at all possible. If you choose to borrow the maximum amount for which you are eligible, you may end up with a much larger loan than you expected or needed. With the exception of Endorsed Parent Plus Loans, increasing a Parent Plus Loan through our office is a pretty simple process if additional funds are needed.

6. If your credit is Denied, you will be given a number of options including:
   a. Appeal the Credit Decision (Instructions will tell you how to appeal)
   b. Pursue an Endorser (Basically a credit-worthy cosigner)
   c. Undecided about what action to take
   d. Will Not Pursue a Plus Loan
7. If your credit is **Accepted**, you must then complete a Parent Plus Master Promissory Note by clicking on the Complete MPN option on the left side of the screen. When you arrive at the Master Promissory Note page, click on the “Parent PLUS” option.
8. Proceed to fill out each of the steps of the Promissory Note (There are four steps/screens). You will know that you have completed the process after you have successfully signed (using your Financial Aid PIN) the Master Promissory Note.