

Sign your University of La Verne Promissory Note

You must file a University of La Verne Promissory Note to the Office of Student Accounts prior to registering for classes. A promissory note is your agreement to pay your bills from the university. The University of La Verne Promissory Note is different from any you might sign for your financial aid loans. This form needs to be completed only once every four years. If you are under 18 years of age, you will need a parent or legal guardian to sign it.

There are two ways to sign and submit your Master Promissory Note:

1. Complete the form online:
 - a. Log in to the [La Verne Portal](#) and then select MyLaVerne in the navigation menu on the left
 - b. Click on **Student Services and Financial Aid**
 - c. Click on **Student Accounts**
 - d. Select **University of La Verne Promissory Note**
 - e. Read the promissory note completely
 - f. If you agree to the terms and conditions, electronically accept the note at the bottom of the page

2. Complete and email the form:
 - a. [Download](#) the form
 - b. Read the promissory note completely
 - c. If you agree to the terms and conditions, sign the note at the bottom of the page
 - d. Email it to stuacct@laverne.edu

If you have any issues or questions about the promissory note, please contact the Office of Student Accounts at 1-888-788-2455 or stuacct@laverne.edu.