



### FEDERAL DIRECT PARENT PLUS LOAN PROCESS

Federal Direct PLUS Loans are low-interest **loans** for parents to help pay for the cost of a student's education after high school. The lender is the U.S. Department of Education rather than a bank or other financial institution. You have online access to your Direct Loan account information 24 hours a day, 7 days a week at Direct Loans on the Web at: <https://studentloans.gov/>. You must initiate a credit check online to apply for this loan program.

As part of the process to receive your Federal Direct **Parent** PLUS Loan, you will be required to:

1. **Use your Federal Student Aid ID (FSA ID)** (the one you used to complete your FAFSA) for the process listed below. If you do not remember your FSA ID, or do not have a FSA ID, you may contact the US Department of Education at: <https://fsaid.ed.gov/npas/index.htm> to retrieve or apply for a new FSA ID.
2. **Begin the PLUS Application process and initiate a credit check online.** To complete the credit check online, go to: <https://studentloans.gov/>. You will **Log IN** using your **Federal Student Aid ID (FSA ID)**. The credit application and approval process-from beginning to end-takes **less** than 30 minutes.
3. Click on **Apply for a PLUS Loan**. On the **Request PLUS Loan page**, select the loan type by clicking the **Complete Parent Request for Parents**. This is the PLUS loan available to parents of dependent undergraduate students. Complete **all** of the following sections:
  - a. **Personal Information** - Complete the information about yourself
  - b. **Student and Loan Information** - Complete all questions about your dependent, identify the school, **and enter the loan amount on award letter**
  - c. **Review PLUS Loan Application** - Review the information you provided for accuracy
  - d. **Credit Check and Submit** - Authorize the Department of Education to investigate your credit record

If approved, the same parent needs to **Complete a Master Promissory Note (MPN)** before any aid can be disbursed. The MPN is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the US Department of Education. It also explains the terms and conditions of your student loan[s].

To complete and sign your Master Promissory Note electronically, go to <https://studentloans.gov/>. You will **Log In** using your **Federal Student Aid ID (FSA ID)**. Complete **all** of the following sections:



# UNIVERSITY OF LAVERNE

## Office of Financial Aid

- a. **Personal Information** - Complete the information about yourself, your dependent, and the school your dependent plans to attend.
- b. **Personal References** - Provide the full name, address and phone number of two references living at different addresses with whom you keep in contact.
- c. **Terms and Conditions** - Read and click on all sections of the terms and conditions. Check the box that you have reviewed the information on the Master Promissory Note and acknowledge that it is true and correct. You have read, understand, and agree to the Borrower Request, Certifications, Authorizations and Understandings, the Promise to Pay, the MPN Terms and Conditions, and the Borrower's Rights and Responsibilities Statement.
- d. **Review and Sign** - Review the information you provided for accuracy. Enter your name at the bottom and click on the **Sign** button on the bottom right hand side of the page to electronically sign your Master Promissory Note.

Your Information will be sent to the University of La Verne for processing. If you are denied the Federal Direct Parent PLUS Loan, your dependent will automatically be considered for a Federal Unsubsidized Direct Loan that is equal to the minimum Federal Direct Parent PLUS Loan you were awarded, which is \$4,000 or \$5,000, depending upon your dependent's educational level.