**PLUS loan Instructions**

**Part I - Loan Application and Credit Check**

1. Go to [www.studentloans.gov](http://www.studentloans.gov)
2. Using your FAFSA pin number, Sign In under “Manage My Direct Loan”
3. Click on “Start PLUS Application Process”
4. Scroll down and click on “Parent PLUS”
5. Complete the four steps shown: (The Award Letter will have a recommended amount to borrow)
6. Borrower’s Personal Information
7. Student & Loan Information
8. Review Application
9. Credit Check and Submit

**Part II - Master Promissory Note**

1. On left, under Master Promissory Note, click on “Complete MPN”
2. Scroll down and click on “Parent PLUS”
3. Complete the five steps shown:
4. Borrower’s Personal Information
5. Personal References
6. Dependent Student Information
7. Terms & Conditions
8. Review and Sign

**PLEASE NOTE:**

You must complete **PART I** and **PART II** to borrow a **Federal Direct Parent PLUS** loan. If you have completed **PART II** only, please go back on-line and complete **PART I. PART I** is the required credit check. Your credit must be approved in order to obtain the **Federal Direct Parent** loan.