# Parent PLUS Loan instructions
**To apply for the Parent PLUS Loan, <u>ONLY the parent</u> borrowing the funds should sign in to initiate and complete the application!**

**Parent Borrower signs into the web site: https://studentloans.gov with the same FSA ID used for signing the FAFSA.**

If the Parent Borrower needs an FSA ID, one can be created or requested at https://fsaid.ed.gov.

**The screen shot below shows what the parent will see after signing in.**



To Complete the application:
1. Click "Apply for a Direct PLUS Loan"
2. Click "start" on the Direct PLUS Loan Application for Parents

Select the type of Direct PLUS Loan Application you would like to complete

Direct PLUS Loan Application for Graduate/Professional Students
William D. Ford Federal Direct Loan Program
Federal Direct PLUS Loan Request for Supplemental Information

Students must be logged in using their own FSA ID.

Learn More

Preview a read-only version of the Graduate/Professional Direct PLUS Loan Application

**START**

OMB No. 1845-0103
Form Approved
Exp. Date 08/31/2017

Direct PLUS Loan Application for Parents
William D. Ford Federal Direct Loan Program
Federal Direct PLUS Loan Request for Supplemental Information

Parents must be logged in using their own FSA ID.

Learn More

Preview a read-only version of the Parent Direct PLUS Loan Application

**START**

OMB No. 1845-0103
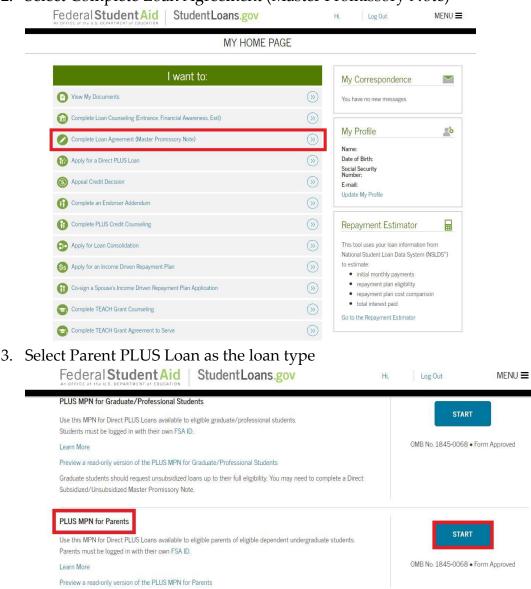Form Approved
Exp. Date 08/31/2017

Some schools may have a different process for obtaining the additional information needed to process your Direct PLUS Loan application. You may verify that your school participates in this process after you select a borrower type below or by contacting the school's financial aid office.

Your school will tell you what loans, if any, you are eligible to receive. If you have questions regarding your loan eligibility, the next steps in the processing of your loan, when the loan will be disbursed (paid out), or no longer wish to receive the loan, contact your school's financial aid office.

3. Select an award year
4. Provide student information (name, SSN, date of birth, permanent address)
5. Answer questions regarding deferment, grace period, expense authorization, and credit balance
6. Select California as the School State in the drop down box
7. Select or type Cal Poly San Luis Obispo as the School Name in the drop down box
8. Indicate the Loan Amount Requested (maximum or enter a loan amount)
9. Complete each page of the application process until you come to a Congratulations page indicating that you've completed the loan request. This page will tell you whether or not credit has been approved.

**If the credit check is approved**, and this is the first PLUS loan you are taking for this student you will be instructed to complete the Federal Direct PLUS Master Promissory Note: If a prior PLUS was endorsed, a new MPN will be required.

1. Return to the home page by clicking on "menu," in the upper right hand corner of the screen, then "my account," and then "my homepage"

2. Select Complete Loan Agreement (Master Promissory Note)



3. Select Parent PLUS Loan as the loan type



4. Provide personal information (citizenship, driver's license, address, telephone number, etc.)
5. Provide employer information
6. Provide student and loan information (name, SSN, date of birth)
7. Select or type Cal Poly San Luis Obispo as the School Name in the drop down box
8. Provide reference information
9. Review Terms and Conditions, electronically sign, and submit MPN
10. Print a copy of your MPN for your records

NOTE: The entire MPN process must be completed in a single session so be sure you have enough time to complete it. The MPN session takes approximately 30 minutes to complete.

**If the credit check is not approved** you will be asked to indicate:
- <u>If you are going to pursue the loan by obtaining an endorser (co-signer)</u> – you will work directly with the origination center and Cal Poly will be notified once the loan is approved.
- <u>If you are going to appeal the denial with the Dept of Education</u> – you will work directly with the origination center and Cal Poly will be notified once the loan is approved.
- <u>If you are not going to/cannot resolve the denial</u> - your student will be given the option to accept an additional unsubsidized loan of $4,000 or $5,000 depending on their grade level.
- <u>If you are unsure</u> - Cal Poly will receive your response with the denial notice and will communicate with you via email asking to notify us of your decision once you have decided if you going to attempt to resolve the denial or not.

When you are ready to apply, <u>click here</u>.