Parent PLUS Loan Instructions

To request a Parent PLUS Loan, please go to the Department of Education’s website, www.studentloans.gov, and select the “Sign In” button in the upper left-hand corner. (You will need your FAFSA PIN number to sign in. If you do not remember your PIN number, you can request a duplicate online at www.pin.ed.gov). Once you have logged in, you will need to complete two steps:

1. Application

   Select the “Request PLUS Loan” option from the left-hand column. This will run a credit check to confirm eligibility for a Federal Parent PLUS loan.

2. Complete the Master Promissory Note.

   Select the “Complete MPN” option from the left-hand column. You will be required to confirm your name and address, supply two references, and sign this form electronically.

Step 2 will only need to be done the first time you borrow a Parent PLUS Loan for this student, as your Master Promissory Note is good for up to ten years.

This loan can only be posted to your student’s SAGE account after all steps are completed.

You are not required to take this loan, and if you would like it cancelled, please first make other arrangements for your bill. If the cancellation of this loan will cause a balance due on your student’s account, a hold will be placed on their registration.