How to Apply for a Direct Parent PLUS Loan

1. Visit www.studentloans.gov - Select the Log In box at top right of screen- create a FSA ID if you have not already done so—you will need it to complete the process. Once you have your FSA ID, choose the Parent Borrowers selection

2. Choose the “Request a Direct Plus Loan” -

3. Complete requested demographic and loan information as requested on each screen.

4. Fill in amount to borrow or choose the max eligible option (please keep in mind there are 4.292% in origination fees deducted from the gross amount). We strongly advise you to borrow for the entire year instead of a semester at a time.

5. Authorize credit check, and continue on to electronically sign and submit the actual Master Plus Application Loan document. (If you have already have a prior year Plus MPN on file for the same student, then only the credit check must be submitted)

6. If your credit is approved, then you will need to complete a Master Promissory Note (MPN) before your Parent Plus Loan can be finalized.
   - Select “Complete a Master Promissory Note” (MPN)
   - Select the MPN for the Parent Plus
   - Complete and sign electronically and submit

7. If your credit is not approved, you need to indicate how you plan to proceed. You will be presented with the following options:
   - Appeal the credit decision
   - Apply with an endorser (provide the loan application number to your endorser)
   - Do not pursue plus loan (Select this option if you want your son/daughter to receive additional unsubsidized loan funds)
   - Undecided (This option will keep your application on hold.)

What Happens Next?

- You will be notified instantly online from the Department of Education if your credit is approved or denied.

- If your credit was denied and you choose to submit with an endorser, your endorser will need the loan application number provided to you. Discuss with your endorser the amount you are requesting for the PLUS loan. If the endorser signs for less than the parent requested amount, only the amount the endorser signs for will be approved. You must complete a new PLUS MPN once your endorser is approved, as the multi-year note is void once an endorser is added.

- RMU will receive notice that you have completed the Plus MPN, and if your credit has been approved or denied.

- If credit is approved, and Plus MPN has been completed, your PLUS loan will appear as a projection towards your son or daughter’s tuition as soon as the school certification is accepted by the Department of Education. If you experience problems while completing the online application, please contact the C.O.D. Loan Origination Center at 1-800-557-7394.

*** Supported browsers: Microsoft Internet Explorer (versions 8 and higher), and the latest stable release for Google Chrome, Apple Safari, and Mozilla Firefox

Note: To identify the browser currently running on your computer, use the “Help” menu item on your browser and select “About [your browser name here].