Federal Direct Parent PLUS Loan Checklist and Instructions

The Direct Parent PLUS Loan is a loan that parents of dependent undergraduate students can take out to assist in paying educational expenses not covered by other financial aid. Eligibility is not based on financial need, but a credit check is required.

Please make sure to complete all the steps listed below to receive your loan funds. We have included detailed instructions in this packet to take you through the process.

The parent borrower will need to log into studentaid.gov to Apply for a Parent PLUS Loan (requires credit check) and to complete the Parent PLUS Loan Master Promissory Note (MPN). Your parent will use the same Federal Student Aid (FSA) ID that they used to electronically sign your Free Application for Federal Student Aid (FAFSA) to sign in.

- If your parent(s) does not have an FSA ID or need a duplicate FSA ID, they may obtain one via fsaid.ed.gov If there will be a different parent applying for the Parent PLUS Loan than the one who signed the FAFSA, an FSA ID will need to be obtained from fsaid.ed.gov to complete both processes.

Please have the following information available to complete the MPN process after you log into studentaid.gov:

- Personal Information including your: Legal First and Last Name, Social Security Number, Date of Birth, Permanent Address, Mailing Address, Email Address, and Phone Number.
- Student Information including Legal First and Last Name, Social Security Number and Date of Birth.
- The amount of loan you wish to borrow.
- Employer contact information (if any) and reference contact Information for 2 people with different addresses who have known you for at least 3 years.

If you have any questions while completing the online Parent PLUS Loan Application and MPN, please contact the Direct Loan Applicant Services at 1-800-557-7394.

You MUST complete the three (3) steps listed below to receive a Parent PLUS Loan:

- Accept or Decline the Parent PLUS Loan in your MySSU Portal (Instructions for Viewing and Accepting Your Aid Offer).
- Complete the online Parent PLUS Loan Application/Request at studentaid.gov.
- Complete the online Parent PLUS Loan Master Promissory Note, agreeing to the terms of the loan.

Please contact the Financial Aid Office with any questions at (707) 664-2389 or finaid@sonoma.edu.
Federal Direct Parent PLUS Loan Checklist and Instructions - PAGE 2

Instructions:

Complete Parent PLUS Loan Application

Navigate to the Direct Parent PLUS Loan Application request page at studentaid.gov and click the “Apply for a PLUS Loan” button. Complete the process and submit.

If you have any questions while completing the online Parent PLUS Loan Application and MPN, please contact the Direct Loan Applicant Services at 1-800-557-7394.
Complete the Parent PLUS Loan Master Promissory Note (MPN)

Navigate to the Parent PLUS Loan Master Promissory Note page and click the “Log In To Start” button for the “I'm a Parent of an Undergraduate Student” MPN. Complete the process and submit.

If you have any questions while completing the online Parent PLUS Loan Application and MPN, please contact the Direct Loan Applicant Services at 1-800-557-7394.