FEDERAL DIRECT PARENT PLUS LOAN APPLICATION INSTRUCTIONS

1. Go to www.studentloans.gov. Sign in with your FSA ID (Federal Student Aid ID).
2. **IMPORTANT**: The **borrowing parent** must sign-in using their information and their FSA ID. If you do not have a FSA ID, you must create one.
3. 
4. Click on **Request a PLUS loan**.
5. Under **select the loan type** click on **Parent PLUS**. Read and complete all sections in each step.

**Step 1: School & Loan Information**

- Select Award Year
- Complete Student Information Section
- Complete School and Loan Information Section
  - *Note*: You must know the amount you want to borrow; NC A&T cannot process a loan without an amount you want to borrow.
- Select Loan Period for Loan
  - *Full Academic Year Loan* – ½ FALL & ½ SPRING
  - *Fall Only Loan* – will be in two disbursements
  - *Spring Only Loan* – will be in two disbursements

**Step 2: Borrower Information**

- Complete all sections of Borrower Information.

**Step 3: Review Request**

- Review all information under School and Loan Information and Borrower Information. If necessary, click “Edit” to update any information.

**Step 4: Credit Check & Submit**

- Review and check consent for credit check and certification of information. If the PLUS loan is credit approved, it will be added to the student’s financial aid award once NC A&T receives the application.
**Master Promissory Note**

A Master Promissory Note must be completed for all parents borrowing a Federal Direct PLUS loan. The Parent PLUS MPN can be completed at [www.studentloans.gov](http://www.studentloans.gov). The Parent PLUS MPN needs to be completed if you have never signed a Direct PLUS Loan MPN, if you signed an MPN more than one year ago but no loan disbursed, you signed an MPN more than 10 years ago or you obtained an endorser due to adverse credit history. Parent borrowers **must** complete and sign a separate MPN for each student for whom they are borrowing.

**Credit Check Denial Options**

If the PLUS loan is credit **denied**, you may choose to proceed by selecting one of the following credit actions:

- [ ] Obtain an endorser. An endorser is someone who does not have an adverse credit history and agrees to repay the loan if the borrower becomes delinquent in making payments or defaults on the loan.
- [ ] Provide documentation of extenuating circumstances to appeal the credit decision.
- [ ] Will not pursue a Direct PLUS Loan. If you choose not to pursue, the student may be eligible to receive additional unsubsidized loan funds.
- [ ] Undecided. **Note:** NC A&T **cannot process a loan with an Undecided credit action. Any applications that NC A&T receives with an Undecided credit action will not be processed and the submission of a new application will be required.**

The PLUS loan will then be processed based on the chosen credit action. Once the PLUS application is submitted, an electronic confirmation will be transmitted to NC A&T’s Financial Aid Office. Please be aware that it may take 24 to 48 hours for NC A&T to receive your submitted application.

**Additional Questions**

If you have problems with the online PLUS application process you can contact Direct Loan Applicant Services at **1-800-557-7394** for assistance.