Direct Parent PLUS Loan Master Promissory Note (MPN)
(To be completed by the Parent applying for the PLUS Loan.)

Steps to complete the Parent PLUS MPN:

1) Parent goes to www.studentloans.gov

2) Log In (green button) using Parent’s FSA ID
   a. NEW FSA ID needed for Log In
      i. See enclosed instructions for a step-by-step guide on
         “How to create an FSA ID”
      ii. Once FSA ID is created, Log In on
          www.studentloans.gov

3) Choose “Complete Master Promissory Note”
   a. Do NOT choose “Start PLUS Application Process” or “Request a PLUS
      Loan” or “Endorse a PLUS Loan”

4) Select “Parent PLUS” for “the type of loan you would like to
   receive”

5) Complete the PLUS MPN with parent borrower information
   a. Please make sure the Parent information on the MPN is the same as
      the Parent’s information on the PLUS Loan Request Form you submit
      to the Viterbo University Financial Aid Office.