

# Federal Direct Stafford Loan

## Instructions for completing the Master Promissory Note and Entrance Counseling for your Federal Direct Stafford Loans

- Go to [www.studentaid.gov](http://www.studentaid.gov).
- You will need your FSA I.D. to log in.
- Complete the subsidized master promissory note (Loan Agreement for Sub/Unsub loan) and submit it — you will see your confirmation congratulating you on successfully submitting your MPN and you can print this confirmation page.
- Complete entrance counseling and submit it — you will be able to print a confirmation page.

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# Federal Direct Parent Plus Loan

## Instructions for applying for a Federal Direct Parent Plus Loan and completing the Master Promissory Note.

- Go to [www.studentaid.gov](http://www.studentaid.gov).
- You will need your FSA I.D. (for the parent that is applying); use it to log in.
- Complete the Parent Plus application (Apply for a PLUS Loan); you will receive immediate notification of approval or denial.
- Complete the plus master promissory note (Loan Agreement for a PLUS Loan-MPN) and submit it – you will see your confirmation congratulating you on successfully submitting your MPN, you can print this confirmation page.
- It takes a day for Direct Loans to submit the information electronically to us. Once we receive it, we will add the loan to the student's financial aid award and send a new letter. The total process takes about 5 to 7 days.

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