

FINANCIAL AID SERVICES

Requirements for Federal Direct Parent PLUS Loan

If a parent completed a *Federal Direct PLUS Loan Application for 2011-2012* through UMass Dartmouth and it has been approved, the parent must complete a Master Promissory Note (MPN) before the PLUS Loan will be paid to the student's account.

The parent who applied for the PLUS Loan must take the following steps:

- 1) Parent must sign in at **Manage My Direct Loan** using their parent Federal Student Aid PIN at <https://studentloans.gov/myDirectLoan/index.action>. The Federal Student Aid PIN is the PIN the parent used to sign the student's FAFSA. If the parent has lost or forgotten their parent PIN or did not obtain a parent PIN, he/she may request a duplicate PIN or apply for a PIN by selecting "Apply for PIN" under "Tools and Resources".
- 2) Parent must select the **Complete Master Promissory Note** link to complete and electronically sign the Parent PLUS MPN. Select **Parent PLUS** when asked to select the type of loan you would like to receive. Please be sure that parent receives confirmation that the PLUS MPN has been submitted successfully. You should also print a copy of the PLUS MPN for your records. Our office will receive your PLUS MPN electronically.

If the parent does **NOT** wish to receive their Federal Direct Parent PLUS Loan or would like to reduce the amount awarded, please submit a written request to our office to decline or reduce the PLUS Loan.

If a student continues to receive requests from our office to complete the PLUS MPN and believes it has been completed, or the parent is having difficulty completing the online process, please contact Linda Sumner in the UMass Dartmouth Financial Aid Office at 508-999-9251 for further assistance.