

Parent PLUS Loan Instructions

Federal Direct Parent PLUS Loans are loans parents may apply for on behalf of their student. PLUS loans are funded by the Department of Education and are offered automatically in the student aid package after having completed the Free Application for Federal Student Aid (FAFSA). Loans can be made to degree seeking students attending at least half-time (six credits).

At Montana State University - Northern, we encourage students and families to make informed decisions about financial aid. We highly recommend that you borrow only the amount of loans you need to successfully complete your education. Review your Financial Aid Award Notification Letter and cost sheet to determine the estimated loan amount. (There is a 4.2% processing fee. Please consider this when requesting the loan amount.)

1. Go to **studentaid.gov**. (Parents not listed on FAFSA may be eligible to apply for the loan on behalf of a dependent child.)
2. To complete the Parent PLUS loan application, under the **Grants and Loans** dropdown, select **PLUS Loan: Graduate PLUS and Parent PLUS**, click on the Blue Box (Learn More) to the right of **I am a Parent of Student**, then select **Login to Start** and following directions carefully.
 - Approximately 30 minutes to complete. You must complete the request and eMPN in one session.
 - You will need your FSA ID. If you do not already have one, you can apply for one at <https://fsaid.ed.gov>.
 - Personal information required: permanent address, mailing address (if different from permanent address), telephone number, email address, alien registration number (if you are an eligible non-citizen), along with the name, address, and phone number of two personal references.
 - Student information required: student's full name, SSN, and date of birth.
 - Employer information required: employer name and address.
3. Once the credit check has been completed, you can now complete the **Master Promissory Note (MPN)**. under the **Loans and Grants** dropdown, select **Master Promissory Note** and then select PLUS Loan, click on the Blue Box (Learn More) to the right of **I am a Parent of an Undergraduate Student**, then select **Login to Start** and follow directions carefully.

Both steps must be completed in order for the Parent PLUS loan to be processed.

To be eligible to receive a parent PLUS loan, you must

- be the biological or adoptive parent (or in some cases, the stepparent) of a dependent undergraduate student enrolled at least half-time at an eligible school;
- not have an adverse credit history ([unless you meet certain additional requirements](#)); and
- [meet the general eligibility requirements for federal student aid](#)

More information can be found at <https://studentaid.gov/understand-aid/types/loans/plus/parent>.