

Parent PLUS Master Promissory Note (MPN) Instructions:

The PLUS Loan will be processed with only **ONE** parent's information. It is not possible for both parents to apply jointly. This checklist is for the **applying parent**.

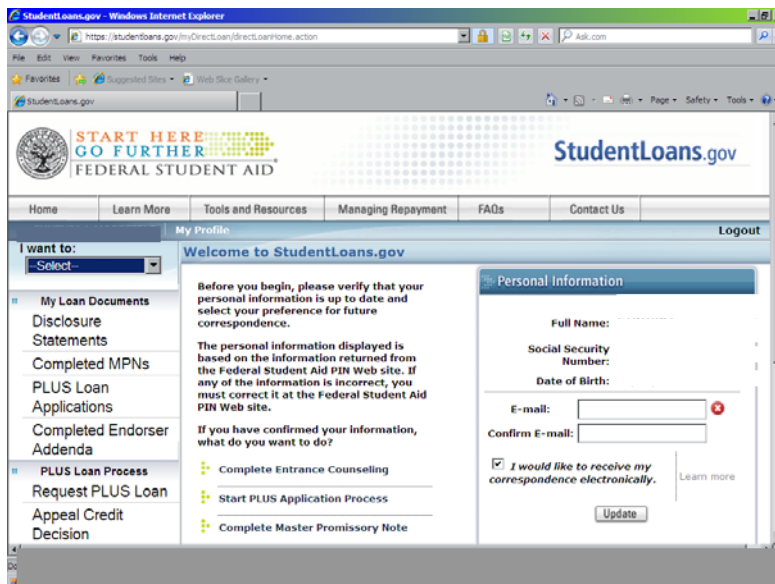
1. Go to the Direct Loan online MPN website

<https://studentloans.gov/myDirectLoan/index.action>;

(Parents completing a PLUS MPN must use their own PIN number, and not their child's PIN number.)



2. Sign in with your SSN, first 2 letters of your last name, date of birth, and PIN. Page will look like this once you have successfully signed in:

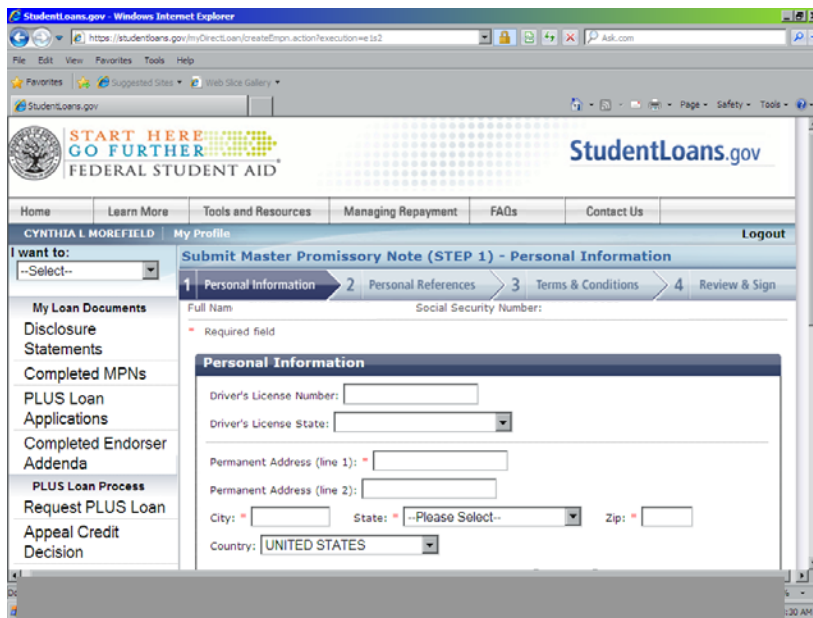


3. Select “[Start PLUS Application Process](#)” in the center of the page;

4. Select “[Parent PLUS](#)” link;

5. Complete all 4 steps;

Note: Brillare’s Federal School Code has not been updated by the Department of Education to reflect the new name. As such, the school is still listed as Toni & Guy.



The screenshot shows a web browser window displaying the StudentLoans.gov website. The page title is "Submit Master Promissory Note (STEP 1) - Personal Information". The user is logged in as CYNTHIA L MOREFIELD. The page has a navigation menu with options like Home, Learn More, Tools and Resources, Managing Repayment, FAQs, and Contact Us. A sidebar on the left lists various options under "My Loan Documents" and "PLUS Loan Process". The main content area shows a form for "Personal Information" with fields for Driver's License Number, Driver's License State, Permanent Address (line 1 and 2), City, State, Zip, and Country. The Country field is set to "UNITED STATES".

6. When all steps have been completed, the MPN will be available to the school;

7. Log out and you’re done!