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 <http://studentaid.gov>
	1. Please make sure the parent completing the Parent PLUS MPN is the same as the parent who completed the PLUS Loan Request Form submitted to the Viterbo University Financial Aid Office.
2. LOG IN using Parent’s FSA ID & password
3. Under My Checklists select “I’m a Parent”
4. Choose **“Complete Loan Agreement for Parent PLUS Loan”**
	1. 3rd option in the list
	2. Do **NOT** choose “Apply for a Parent PLUS Loan”
5. Choose “**START”**
6. Complete the PLUS MPN with parent borrower information
	1. Make sure the parent information on the PLUS MPN is the same as the parent information on the PLUS Loan Request Form submitted to the Viterbo University Financial Aid Office
	2. The results will be sent electronically to Viterbo.