Direct Parent PLUS Loan Information
2015-2016 Academic Year

Application Procedures:

Step 1:
- Complete the Parent PLUS loan application online at www.studentloans.gov. Parents must sign in using their own Federal Student Aid PIN to complete the Direct PLUS loan request. If you do not have a Federal Student Aid PIN, visit www.pin.ed.gov.
- Items Needed for application:
  - School Name: Defiance College
  - Student Information (Name, SSN, Date of Birth, Address, Telephone Number)
  - Personal Information for Parent (Address, Telephone Number, Email Address)
  - Parent Employer Information (Name and Address)
- The information is then submitted to the Department of Education for a credit decision. PLEASE NOTE: To borrow a PLUS loan for a student, the parent must be the student’s biological or adoptive mother or father. A stepparent is also eligible to borrow a PLUS loan if his/her income and assets were taken into account on the Free Application for Federal Student Aid (FAFSA). A legal guardian is not considered a parent for federal aid purposes.

Step 2:
- The parent completes and signs with the federal PIN a Master Promissory Note (MPN) at www.studentloans.gov.
- On the Department of Education’s Student Loan website, Sign In at the Manage My Direct Loan menu box using your PIN, then select complete a Master Promissory Note for Parent PLUS.
- If the same parent previously signed an MPN for a Federal Direct PLUS loan for their son/daughter at Defiance College, a new MPN for the 2015-2016 academic year is NOT required; the MPN signed previously is still valid and in effect.

Notification:
- The Defiance College Financial Aid Office will be notified when the Direct Parent Loan is finalized or guaranteed by the U.S. Department of Education. You will then receive a revised Defiance College Award Letter that includes the Direct Parent PLUS loan.
- The loan must be guaranteed before we can disburse your Federal Direct PLUS loan to your student’s billing account.
Instructions for the Master Promissory Note (MPN) and Entrance Loan Counseling for Students
(This must be completed by the student if the Federal Loans will be borrowed).

www.studentloans.gov

Sign in: Click on the green box "Manage my direct loan"
Type in:
• Student’s social security number
• the first 2 characters of the student’s last name
• the student’s date of birth
• Student’s FAFSA pin #

For the MPN: Under “Welcome to Studentloans.gov”
• Select “Complete Master Promissory Note”
• Select “Subsidized/Unsubsidized”
• Complete MPN
• Submit

For Entrance Counseling: Under “Welcome to Studentloans.gov”
• Select “Complete Entrance Counseling”
• Complete Entrance Counseling
• Submit

Complete and submit the required forms by fax to 419-783-2579 or by mail to:
Defiance College
Financial Aid Office
701 N Clinton Street
Defiance, OH 43512

If you have any questions, please do not hesitate to call our office at 419-783-2458 or e-mail to financialaid@defiance.edu.