



Federal Direct Parent PLUS Loan Application Instructions OFFICE OF FINANCIAL AID

The Federal Direct Parent PLUS Loan is a federal loan program for parents of dependent college students. Before applying, you should review the information regarding the Federal Direct Parent PLUS loan provided at www.owens.edu/financial_aid/plus.

How to apply

To apply for a Federal Direct Parent PLUS Loan, the following steps must be completed.

- Step 1:** The student and parent complete the Free Application for Federal Student Aid (FAFSA®) form for the school year at fafsa.gov.
- Step 2:** The parent completes the Federal Direct Parent PLUS Loan application. To do so, go to studentaid.gov. From the **Loans and Grants** menu, select **PLUS Loans: Grad PLUS and Parent PLUS**.
- Step 3:** In the section **I am a Parent of a Student**, select **Learn More**. Follow the instructions to log in and complete the application.
- Step 4:** The parent completes the Federal Direct Parent PLUS Loan Master Promissory Note, if they have not completed one previously. Visit studentaid.gov. From the **Loans and Grants** menu, select **Master Promissory Note (MPN)**. In the section **I'm a Parent of an Undergraduate Student MPN for Parents**, select **Log in to Start** and follow the instructions.
- Step 5:** Parents who obtain an endorser or have credit approved based on extenuating circumstances will be notified by the U.S. Department of Education to complete PLUS loan counseling. This step is optional for all other borrowers. Counseling can be completed at studentaid.gov. From the **Loans and Grants** menu, select **PLUS Credit Counseling**.

Checking on your application

Your loan application can generally be seen on the student's Ozone account by the end of the next business day.

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The student can check on the status as follows:

1. Log into **Ozone** at ozone.owens.edu
2. Locate the **Financial Aid Summary** card.
3. Click the **View Financial Aid Details** link.
4. On the **Home** tab, the **Parent PLUS Loan Application** will be one of the items listed.

Below is a listing of what each status means:

Received not yet reviewed: The Federal Direct Parent PLUS loan application has been received, but not yet been reviewed.

Incomplete: Information that is required on the Federal Direct Parent PLUS loan application is missing. Please review the Notifications tab or contact the Student Service Center.

Declined: You requested that we cancel your application or your application was not credit approved.

Not Proc/Requirements Not Met: Your request could not be processed for one or more reasons. A letter is sent to you explaining the reason. Some common issues are:

- An undeclared or ineligible major
- Satisfactory Academic Progress criteria are not being met
- Enrollment is below six credit hours
- The student has reached the maximum total of all financial aid for which they are eligible for the academic year

Processed: Your application has been processed.

Once the loan has been processed, go to the **Awards Offer** tab to view the amount for which the loan has been approved. It is important to note that the amount you requested may differ from the amount awarded based on the student budget. Remember, an origination fee will be deducted from this amount when funds are disbursed.

Questions?

If you have any questions, please contact the Student Service Center at (567) 661-2387, contact your Student Financial Services Advisor, or email studentfinancial@owens.edu.

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Rev. 3/29/2024

PLUS Instructions

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