



## 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](http://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](http://fafsa.gov).
- Step 2:** The parent completes the Federal Direct Parent PLUS Loan application. To do so, go to [studentaid.gov](http://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](http://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](http://studentaid.gov). From the **Loans and Grants** menu, select **PLUS Credit Counseling**.

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Once the loan has been processed, the student can view the amount for which the loan has been approved.

1. Log in to Workday at <https://www.myworkday.com/owens/>
2. Select **Financials Hub** from the home page or choose **Financials Hub** from the **MENU** in the upper left corner.
3. Click on **View Financial Aid**
4. At the prompt, enter the Award Year. Click **OK**

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](mailto:studentfinancial@owens.edu).

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