

1. Go to www.studentaid.gov
2. Log in with the borrowing parent's FSA ID. This will take you to your Dashboard.
3. Scroll down and click on I'm a Parent.

I'm a Parent

4. Click on apply for Parent PLUS Loan.
 - [Apply for Parent PLUS Loan](#)
5. Then click Start.
6. Select the correct award year.
 - a. Parent Plus Loans are not available until April 1st preceding the Fall semester of the year. For example, if your student is starting Fall 22, you will need to select the 2022-2023 award year.
7. Enter the Student's information.
8. Choose your deferment options.
9. Click the authorization check box.
10. Choose your credit balance option.
11. Select Greenville University as the school to receive your application.

School Information

Select a school to notify

U.S. Schools/U.S. Territory Schools

Non U.S. Schools

Choose a State

Type Response

Search School By Name

Type Response

The school you selected is participating in the Direct PLUS Loan application process through StudentAid.gov

School Name
GREENVILLE UNIVERSITY

School Code/Branch
G01684

School Address
315 EAST COLLEGE AVENUE
GREENVILLE, IL 622461199

Remove this school

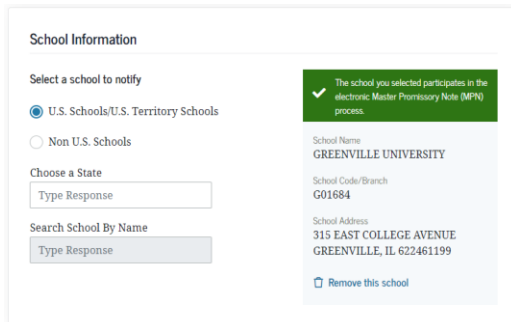
12. Determine how much you would like to borrow.
 - a. Maximum amount – this amount will be the total difference from your student's current aid to the cost of attendance.
 - b. Select a specific amount.
 - c. Unknown amount – In this case, we will award the amount included on your award letter. If there was no amount included, we will award up to \$1404 extra above the base cost of Tuition/Room & Board and fees. After the amount is added, you will be able to adjust it to the amount you choose in the student's Financial Aid Hub.
13. Select your loan period.
 - a. For both Fall and Spring terms select August to May.
 - b. For Fall only select August to December.
 - c. For Spring only select January to May.
14. Click continue.
15. Verify your (the borrower's) information on the next page. Click continue.
16. Review the information and click Continue.
17. Read the disclosures and check the checkboxes.
18. Click continue and submit your application.

We will receive your completed application on the next business day. It may take up to 2 weeks for loan to be processed.

1. Before you start, you will need contact information for two persons with different addresses who do not live with you and who have known you for at least three years. These people will help the Department of Education contact you if in the future you are unreachable.
 - a. Do not list the student for whom you are borrowing.
 - b. References must have different addresses and telephone numbers.
 - c. References who live outside the United States are not acceptable.
2. Go to www.studentaid.gov
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I'm a Parent

5. Click on "Complete MPN (i.e., Loan Agreement) for Parent PLUS Loan."
 - [Complete MPN \(i.e., Loan Agreement\) for Parent PLUS Loan](#)
6. On the next page, click Start.
7. Complete the following pages with the appropriate information. See below for some helpful hints.
 - a. When asked for your Employer Information, toggle the slider to the right to indicate that you are employed.
 - b. Make sure to send your document to Greenville University.



School Information

Select a school to notify

U.S. Schools/U.S. Territory Schools

Non U.S. Schools

Choose a State

Type Response

Search School By Name

Type Response

The school you selected participates in the electronic Master Promissory Note (MPN) process.

School Name
GREENVILLE UNIVERSITY

School Code/Branch
G01684

School Address
315 EAST COLLEGE AVENUE
GREENVILLE, IL 622461199

[Remove this school](#)

- c. Enter your references contact information correctly.
8. Sign and submit your Master Promissory Note.

We will receive your MPN on the next business day. It may take up to two weeks for your document to be checked in.