

Direct Loan MPN Instructions (Subsidized/Unsubsidized Loans)

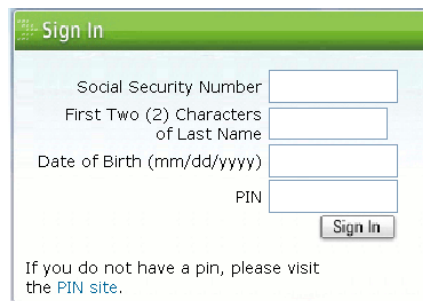
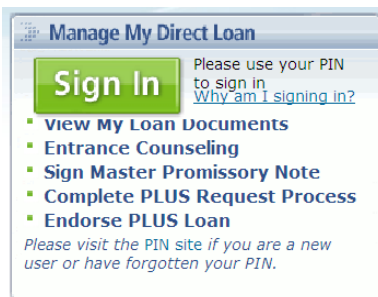
You, the student, will need the following:

- Your PIN (Personal Identification Number)
- Social security number and date of birth
- Permanent Address and Mailing Address
- Telephone number
- E-mail Address
- Alien Registration Number (if elg. non-citizen)
- Two reference contact information
 - 1 can be a parent, 1 should live at a separate US address than you (aunt, grandparent, friend, etc)
 - Address, phone, e-mail, relationship to borrower

Step 1- Go to the Direct Loan website, which is **www.studentloans.gov**

Step 2- Sign in using your PIN (Personal Identification Number) which is also used to sign the FAFSA. *If you are unsure what your PIN is, it can be reissued/sent to you by going to www.pin.ed.gov*

- Sign in by clicking the green “Sign In” button
- Enter your SSN, first two letters of your last name, date of birth and PIN



Step 3- After signing in, click “Complete Master Promissory Note” on the center of the page. You will be directed to three loan options, click “Subsidized/Unsubsidized” which is the Federal Stafford loan.


Once you have confirmed your information, select what you would like to do:

 [Complete Entrance Counseling](#)


 [Request a PLUS Loan](#)


 [Complete Master Promissory Note](#)


 [Endorse a PLUS Loan](#)

 [I am not sure](#) (we will ask you a series of questions to direct you)


Select the type of loan you would like to receive

 **Subsidized/Unsubsidized**
(Federal Direct Loans available to undergraduate or graduate/professional students. Students must be signed in with their own [Federal Student Aid PIN](#).)

 **Graduate PLUS**
(Federal Direct Loans available to graduate/professional students. Students must be signed in with their own [Federal Student Aid PIN](#).)

 **Parent PLUS**
(Direct PLUS loans for parents of dependent undergraduate students. Parents must be signed in with their own [Federal Student Aid PIN](#).)

Step 4- Be sure to complete ALL the questions. You will need to read ALL the terms and conditions (click on the “+” by each category to read) in order to accept the terms. You will then need to “Sign” the MPN which is done by typing in your name and clicking “Sign”.

First Name: Middle Initial: Last Name: 

Step 5- You will receive a notification stating that your signature has been verified. Click on the blue hyperlink for “Review Master Promissory Note”. This will open in a separate window. Review the information to be sure it is accurate, then close out the window and hit “Submit”

You must review your Master Promissory Note (MPN) by clicking the Review Master Promissory Note link. Once you have reviewed your MPN, close the document. Then Click the "Submit" button to submit your Master Promissory Note.

[Review Master Promissory Note](#)