

Direct Loan MPN Instructions (Subsidized/Unsubsidized Loans)

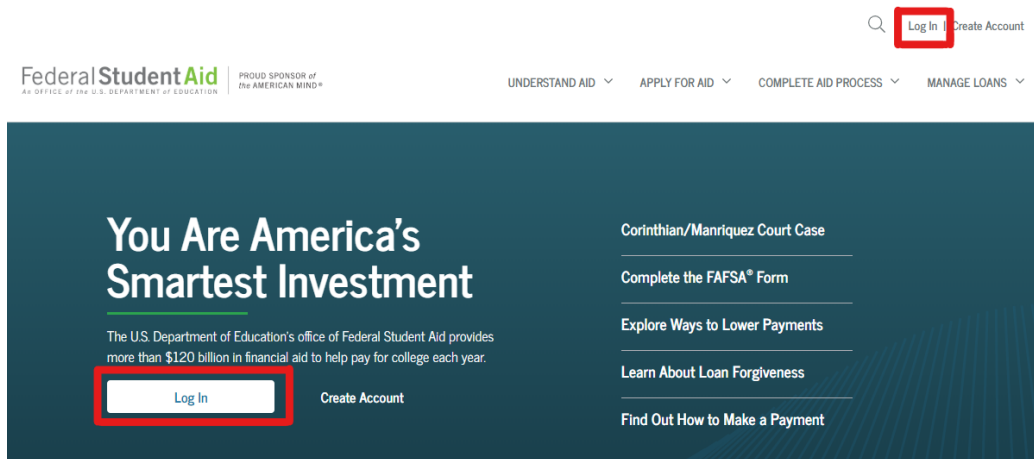
You, the student, will need the following:

- Your FSA-ID
- Social security number and date of birth
- Permanent Address and Mailing Address
- Telephone number
- E-mail Address
- Alien Registration Number (if elig. non-citizen)
- Contact information for Two (2) references
 - 1 can be a parent, 1 should live at a US address different than yours (aunt, grandparent, friend, etc.)
 - Address, phone, e-mail, relationship to borrower

Step 1- Go to the Direct Loan website, which is <https://studentaid.gov>

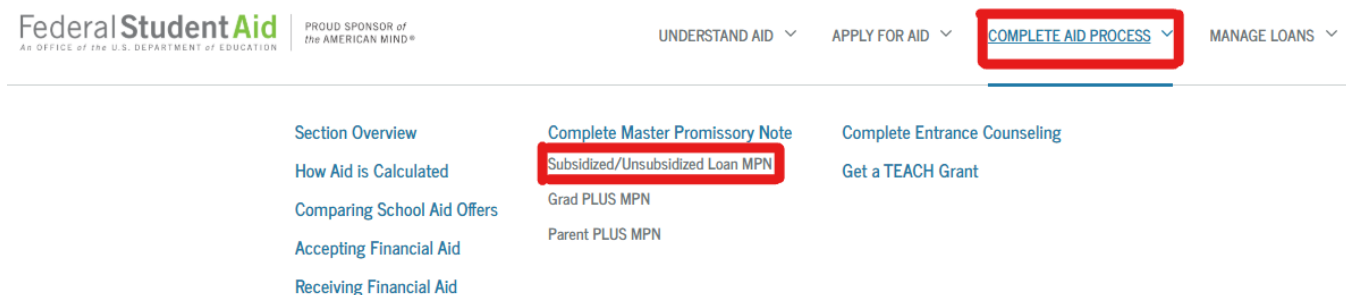
Step 2- Sign in using your FSA-ID, which is also used to sign the FAFSA. *If you are unsure what your FSA-ID is, click on "Forgot Username or Password" (after login is selected). If you don't have one, click on "Create an Account" and follow instructions.*

- Sign in by clicking the "Log in" button either in top right corner, or middle of the page.



Step 3- After signing in, click on or hover over "Complete Aid Process" tab in the upper right-hand corner.

If hovering, you can select from the drop down, "Subsidized/Unsubsidized Loan MPN" located below "Complete Master Promissory Note"



Once you click on “Subsidized/Unsubsidized Loan MPN”, you will next click on “Start” to begin completing the MPN.

MASTER PROMISSORY NOTE (MPN)

Subsidized/Unsubsidized Master Promissory Note (MPN)

What is a Subsidized/Unsubsidized MPN?

The Subsidized/Unsubsidized Master Promissory Note (MPN) is a legal document in which you promise to repay your federal to your lender or loan holder. There is one MPN for Direct Subsidized/Unsubsidized Loans and a different MPN for Direct PLUS multiple federal student loans under one MPN for up to 10 years.

Complete a Master Promissory Note

START

[Preview a read-only version of the Subsidized/Unsubsidized MPN](#)

Who should complete this?

- Eligible undergraduate stu
- Eligible graduate/professio

How long will it take?



The entire MPN process r

If you click “Complete Aid Process”, you will then need to select “**Complete a Master Promissory Note (MPN)**”- below “Step 04-Sign Loan Agreement”. Once on the next screen, you will select “**Start**” on the right-hand side for “**MPN for Subsidized/Unsubsidized Loans**” (1st option)

Select the type of Direct Loan MPN you would like to preview or complete

MPN for Subsidized/Unsubsidized Loans

Use this MPN for Direct Subsidized or Direct Unsubsidized Loans available to eligible undergraduate or graduate/professional students.

Students must be logged in with their own [FSA ID](#).

[Learn More](#)

[Preview a read-only version of the Subsidized/Unsubsidized MPN](#)



OMB No. 1845-0007 • Form Approved

Step 4- Be sure to complete ALL the questions. You will need to read the terms and conditions, by scrolling down, in order to accept the terms. You will then need #1 “Check” the box to the left, #2 “Sign” the MPN (which is done by typing in your name), and then #3 Click “Sign & Submit” to complete your MPN.

Sign & Submit

#1 *have reviewed the information about me on the Master Promissory Note and acknowledge that it is true and correct. I have read, understand, and agree to the terms and conditions of the MPN, including the Borrower Request, Certifications, Authorizations, and Understandings and the accompanying Borrower's Rights and Responsibilities Statement. I agree to repay in full all loans made under this MPN according to the terms and conditions of the MPN.*
(Your response will be recorded and made part of your completed MPN.)

#2

First Name:	Middle Initial:	Last Name:
<input type="text"/> *	<input type="text"/>	<input type="text"/> *

The time and date of your signature will be recorded and be made part of your completed MPN.

Exit

SIGN & SUBMIT

#3

Revised 1/23/20