


TO: Parent PLUS Borrowers
FROM: Roanoke College Financial Aid Office
RE: Instructions for Federal Direct Parent PLUS Loan Application

The Federal Direct Parent PLUS Loan is a federal loan for parents of dependent undergraduate students often used to help parents pay for college. To be eligible you must apply through the Department of Education (DOE), receive credit approval, complete the Master Promissory Note (MPN), and current year Free Application for Federal Student Aid (FAFSA). The parent borrower must have a Federal Student Aid (FSA) username to complete the forms. If the parent does not have an FSA username, one may be created at www.studentaid.gov. For more information about Parent PLUS loans see: www.studentaid.gov/understand-aid/types/loans/plus/parent

To complete Parent PLUS loan process

 as you complete

Go to www.studentaid.gov. Log in using the borrower's FSA username and password.
You **CANNOT** log in using the student's FSA username.

- To request a parent loan:
Hover over "**Loans and Grants**" select "**PLUS Loans: Grad PLUS and Parent PLUS**" then click "**Learn more**" beside "**I am a Parent of a Student**" then "**Start**".

You must indicate how much you would like to borrow when completing this form. You can refer to your students Financial Aid Planner for the projected balance due for the year. **The Office of Financial Aid will not be able to process Plus Loan requests for "MAX" or "UNKNOWN" amounts. Requests without the amount indicated will require follow-up from the borrower.**

The DOE will charge 4.228% fee for processing the loan. This amount will be deducted from the amount you request. At this step the Department of Education will initiate a credit check.

- To complete the Master Promissory Note: Hoover over "**Loans and Grants**" then select "**Master Promissory Notes (MPN)**" then click "**Start**" beside "**I'm a Parent of an Undergraduate Student**"

Roanoke College will receive notification of the credit decision from the Department of Education and confirmation of completion of all forms within 48 hours. If the loan was credit approved, we will move forward and process the Parent PLUS Loan. If the loan was credit denied, the parent borrower may opt to apply using an endorser or appeal the decision. Please let our office know the plan. If the decision is made not to pursue an endorser or appeal the decision the student will automatically be awarded a Direct Unsubsidized Loan for the year in the amount of \$4,000 for freshman and sophomores or \$5,000 for juniors and seniors for the year. We will send a revised financial aid planner to the student with the additional loan reflected. If you have any questions, contact our office at (540) 375-2235 or at finaid@roanoke.edu .

We look forward to assisting you in financing your student's education at Roanoke College.