

PLUS Loan Application Instructions 2016-17

In order to obtain a Federal Direct PLUS Loan, the student must first complete the Free Application for Federal Student Aid (FAFSA). Parents may borrow up to the Cost of Attendance less any other aid received by the student annually. They may also opt to borrow less than the maximum amount for which they are eligible.

Completing the Online Application: (*Note: The online PLUS application for 2016-2017 will not be available until May 1, 2016.*)

You may apply for a Federal Direct PLUS Loan at www.studentloans.gov. If you have problems with the online PLUS application process you can contact Direct Loan Applicant Services as 1-800-557-7394 for assistance.

1. Sign in with your FSA ID Username and Password (FSA IDs can be created at fsaid.ed.gov)
! **Important:** The borrowing parent must sign in using their FSA ID Username and Password.
2. Click on “Request a PLUS Loan”
3. Under “Select the Loan Type” click on “Parent PLUS”. Read and complete all sections in each step.

Step 1: School and Loan Information

- Select Award Year (2016-2017)
- Complete Student Information Section
- Complete School and Loan Information Section (*Note: If you do not know the amount you want to borrow, save the application and contact the NCU Financial Aid Office at 541-684-7218 to help determine an amount or choose the maximum loan amount option.*)
- Select a Loan Period for the Loan
 - Full Academic Year: 08/2016 – 05/2017
 - Fall Semester Only: 08/2016 – 12/2016
 - Spring Semester Only: 01/2017 – 05/2017

Step 2: Borrower Information

- Complete all sections of Borrower Information (*Note: the borrower is the Parent whose name the loan is under and who’s credit will be checked for eligibility. Be sure to include the correct person’s information.*)

Step 3: Review Request

- Review all information under School and Loan Information and Borrower Information. Click “Edit” to make any changes.

Step 4: Credit Check and Submit

- Review and check consent for credit check and certification information.

If the PLUS Loan is credit **approved** it will be added to the student’s financial aid once NCU receives the application.

If the PLUS Loan is credit **denied**, you may choose to proceed by selecting one of the following credit actions. The PLUS Loan will then be processed based on the chosen credit action.

- Obtain an endorser. An endorser is someone who does not have an adverse credit history and agrees to repay the loan if the borrower becomes delinquent in making payments or defaults on the loan. All PLUS Borrowers with an endorser must also complete PLUS Loan Entrance Counseling while logged in to www.studentloans.gov.
- Provide documentation of extenuating circumstances to appeal the credit decision.
- Will not pursue a PLUS Loan. If you choose not to pursue, the student may be eligible to receive additional Unsubsidized Direct Loan funds.
- Undecided. (*Note: NCU cannot process a loan with an Undecided credit action. Any applications that NCU receives with an Undecided credit action will not be processed and the submission of a new application will be required.*)

Once the PLUS Loan application is submitted, an electronic confirmation will be transmitted to NCU’s Financial Aid Office. Please be aware that it may take 24-48 hours for NCU to receive your submitted application.

A Master Promissory Note (MPN) must be completed for all parent borrowing a Federal Direct PLUS Loan. The Parent PLUS MPN can be completed at www.studentloans.gov. The Parent PLUS MPN need to be completed in the following circumstances:

- If you have never signed a Direct PLUS Loan MPN
- If you signed the MPN more than one year ago but no loan disbursed
- If you signed an MPN more than ten years ago

Or

- If you obtained an endorser due to adverse credit history.

Parent borrowers must complete and sign a separate MPN for each student for whom they are borrowing.