



Office of Financial Aid
50 Sunset Lane
Paxton, MA 01612
Phone: (508) 849-3366 **Fax:** (508) 849-3735
Email: financialaid@annamaria.edu

Federal Direct Parent PLUS Loan Instructions

If all documents are not received in a timely manner, then your credit check may expire

The Federal Direct Parent PLUS loan is a loan available for the parents of dependent students. PLUS Loans help pay for education expenses up to the cost of attendance minus all other financial assistance. The Federal Government charges an origination fee of 4.228% of the amount of the total loan. (Take this into consideration when determining the amount to borrow).

If you check that you want to borrow the “Maximum Amount,” this figure will include funds for books, supplies, housing and food, miscellaneous personal expenses, and transportation, which may result in a credit balance on the student’s account. For the exact amount required to cover your balance, take the figure of the balance due after pending aid on your bill and divide the amount by 0.95762 to determine the total amount needed to cover the balance in full and the origination fee that is kept by the Department of Education.

Please note: Only parents (biological or adoptive) and stepparents (who are listed on the FAFSA) of the student can apply for this loan.

1. Go to <https://studentaid.gov>.
2. Click on the green “Sign In” button.
3. Enter parent login information.
If you do not have, or do not remember your FSA ID, please visit <https://fsaid.ed.gov>. If the parent who is applying for the PLUS loan is different from the parent who signed the FAFSA with the student, that parent will need to apply for an FSA ID.
4. After signing in, verify that the personal information matches the parent who is applying for the PLUS loan.
5. Click on “Request a Direct PLUS Loan for Parents.”
6. Fill in all information, click on “Continue.”
For the fall semester only choose September 2025 through December 2025. For the whole academic year, choose September 2025 through May 2026.
7. Enter student information, deferment option, school information and amount, click on “Continue.”
8. Review all the information and submit the application.

After clicking “Submit,” you will be brought to a screen that will tell you immediately if you have been approved or not. If the credit check is approved, please see reverse to complete the PLUS Master Promissory Note. The loan will not be paid to the student’s account until the MPN is received.

If the credit check is denied, then you may be able to appeal the decision with the Department of Education or obtain an endorser if you still wish to borrow the loan. Otherwise, an additional \$4,000 (\$5,000 if the student has earned more than 60 credits) can be added to the student’s Federal Direct Unsubsidized Stafford Loan.



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Federal Direct Parent PLUS Loan Promissory Note Instructions

If you have been approved for the Federal Direct Parent PLUS Loan for Anna Maria College, then please complete your PLUS Loan Promissory Note online to finalize this process

1. Go to <https://studentaid.gov>.
2. Click on the green "Sign In" button.
3. Enter parent login information.
If you do not have, or do not remember your FSA ID, please visit <https://fsaid.ed.gov>. If the parent who is applying for the PLUS loan is different from the parent who signed the FAFSA with the student, that parent will need to apply for an FSA ID.
4. After signing in, verify that the personal information matches the parent who is going to be the PLUS loan borrower.
5. Hover over Loans and Grants, click "Complete Loan Agreement."
6. Click on "Direct PLUS Loan for Parents."
7. Enter all borrower information, student information and school information before clicking "continue."
8. Enter two references (they must live at separate addresses, and neither can be the student).
9. Review all the information and make corrections if necessary.
10. Review the terms and conditions and check the box and click "Submit."

If you are approved with an endorser, contact the financial aid office as loans with endorsers do not always get updated to the schools. After completion, the school can see the MPN in approximately 24 hours.

Please contact the Financial Aid Office at financialaid@annamaria.edu or (508) 849-3366 with any questions.