

University of Wisconsin-Whitewater

PLUS MASTER PROMISSORY NOTE INSTRUCTIONS

To proceed with the processing of your **Federal Direct PLUS Loan**, you must complete a promissory note. The Plus Master Promissory Note for the William D. Ford Federal Direct Loan Program functions as a multi-year note that may remain valid for a period of up to ten years. As your student continues their education, the Plus Master Promissory Note may be used for subsequent loan(s) you accept in the Program.

Complete your Master Promissory Note (MPN) on the Internet

In order for your loan to credit to your student account, you need to complete a Master Promissory Note on the Internet at the following website: <https://studentaid.gov>

Under “Loans and Grants”

Click on “Master Promissory Note (MPN)”

Click on “Log in to Start” under the “PLUS MPN for Parents of Dependent Undergraduate Students”

Log in with your FSA ID Username and password

The screenshot shows the Federal Student Aid website navigation menu. The logo 'Federal Student Aid' is on the left, with the tagline 'AN OFFICE OF THE U.S. DEPARTMENT OF EDUCATION'. To the right are dropdown menus for 'FAFSA® Form', 'Loans and Grants' (highlighted in yellow), 'Loan Repayment', and 'Loan Forgiveness'. On the far right are links for 'Log In | Create Account' and a search icon. Below the navigation bar is a grid of links. The 'Master Promissory Note (MPN)' link is highlighted in yellow. Other links include 'Get a Loan', 'Undergraduate and Graduate Loans', 'PLUS Loans: Grad PLUS and Parent PLUS', 'Get a Grant', 'Pell Grants', 'TEACH Grants', 'Tools and Calculators', 'Federal Student Aid Estimator', 'Loan Simulator', 'Learn About Loans and Grants', 'How Financial Aid Works', 'Financial Aid Eligibility', and 'Loans, Grants, and Work-Study'. Other links in the grid include 'Annual Student Loan Acknowledgment', 'PLUS Credit Counseling', 'Endorse a PLUS Loan', and 'Appeal a Credit Decision'.

Your direct Loan is credited directly to your student account no earlier than 10 days prior to the start of the term once eligibility and requirements are met. If there is an overpayment a refund can be processed. **Complete your Promissory Note promptly to avoid delays!**

If you have questions regarding this process, please contact our office.

Student Accounts

Hyer Hall Room 104, 800 West Main Street

Whitewater, WI 53190

(262) 472-1373 or (800) 621-7244

Email: sfs@uww.edu

Website: <https://www.uww.edu/adminaffairs/finance/sfs>