



Financial Aid Office
 1020 N 2nd Street Atchison, KS 66002
 913-360-7480 | finaid@benedictine.edu

2021-2022 Federal Direct Parent PLUS Loan Application Instructions

Apply for the Federal Direct PLUS loan at studentaid.gov. Sign in with your FSA ID Username and Password.

- **Important:** The **borrowing parent** must sign in using their FSA ID Username and Password.
- **Important:** The applicant must complete the Annual Student Loan Acknowledgment. (<https://studentaid.gov/asla/>)

Click on **APPLY FOR AID > APPLY** for Parent PLUS Loan

Click the **START** button for Direct PLUS loan for Parents. Read and complete all sections in each step.

Step 1: Loan Information

- Select Award Year 2021-2022
- Complete Student Information Section
- Complete School Information Section
- Complete Loan Information Section
- If you want to defer payment of the loan, please choose the 6mo defer AND the deferment option

Amount:

There is an origination fee taken from the loan for the Federal Government, add this fee to the amount requested. If unsure of the amount, contact the FA office. MAX is recommended so that changes can be made by the school with the parent approval. **IF YOU CHOOSE MAX** and the bill is showing an amount due, you **MUST** contact the Financial Aid office so that a change to the loan can be made.

Loan Period:

- 7/2021-6/2022 (Fall/Spring Loan)
- 7/2021-12/2021 (Fall ONLY Loan)
- 1/2022-6/2022 (Spring ONLY Loan)

Step 2: Borrower Information

- Complete all Sections

Step 3: Review Request

- Review all information. Click edit if changes are needed.

Step 4: Credit Check and Submit

- Review and check consent for credit check and certification of information.
- If the PLUS loan is credit approved, it will be added to the student’s financial aid award once Benedictine College receives the information. If the loan is denied, you may choose to proceed by selecting one of the following credit actions. The PLUS loan will be processed based on the chosen credit action.

Obtain an Endorser	An endorser is a person who does not have adverse credit history and agrees to repay the loan if the borrower becomes delinquent.
Appeal	Documentation is submitted to the Department of Education that explains the adverse credit as to being incorrect or there are extenuating circumstances.
Additional Unsub	Your student may be eligible for additional unsubsidized funds.
Undecided	Process of the loan will not continue until one of the three options above is chosen

A Master Promissory Note (MPN) must be completed for all parents borrowing a Federal Direct PLUS Loan. The Parent PLUS MPN can be completed at studentaid.gov > **Complete Aid > Parent PLUS MPN**. Parent borrowers must complete a separate MPN for each student. Any questions can be directed to the financial aid office.