

## **ONLINE MASTER PROMISSORY NOTE (MPN) GUIDE FOR FEDERAL DIRECT PLUS LOAN BORROWERS**

A graduate or professional student or the parent of a dependent undergraduate student may borrow a Federal Direct PLUS Loan (PLUS).

In response to your acceptance of a PLUS, Student Financial Services submits the following information to expedite the final processing of your loan funds.

### **SECTION 1: Understand Your PLUS Loan Decision**

You are receiving a PLUS to help you pay the costs of your education or your dependent student's education. You are required to complete a PLUS Master Promissory Note (MPN). A *Notice of Loan Disclosure* will be sent to you outlining the amount of your loan and the anticipated disbursement dates associated with the MPN. Anytime you, or UNLV, adjusts the amount of your loan, a new disclosure will be sent to you. Student Financial Services strongly encourages you to keep all disclosure statements for your records.

There is no loan amount shown on your online PLUS Master Promissory Note. By electronically signing the MPN, you are authorizing UNLV to credit a student's account with the amount of the PLUS award.

PLUS eligibility is contingent upon a credit check that will be conducted by the U.S. Department of Education (ED). ED will notify the borrower of the credit check results. Because your PLUS is subject to a positive credit check, make sure you have other resources available to pay tuition and fees should a problem arise.

You have strong influence over the amount you borrow before and after the PLUS payment is applied. You may elect to reduce or cancel the amount of loan you want to borrow by submitting a signed statement to UNLV Student Financial Services and, if appropriate, by returning funds to UNLV.

Borrowing money is a responsibility. Please read the enclosed PLUS Plain Language Disclosure. Student Financial Services counseling staff is available to help you with any questions arising out of the PLUS process or any aspect of financial aid. Please call us at (702) 895-3424 if you have questions or concerns.

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## SECTION 2: Your Preparation for Section 3.

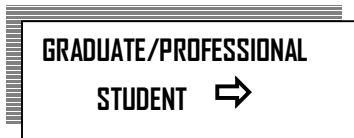
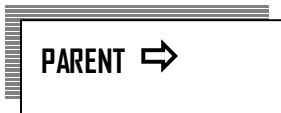
Complete your PLUS MPN easily and conveniently online. This service was developed for you to expedite the processing of PLUS funds. You will need a U.S. Department of Education PIN to begin the process. The PIN is used to confirm your identity. If you do not have a PIN, visit the U.S. Department of Education's PIN website at [www.pin.ed.gov](http://www.pin.ed.gov) to obtain one.

## SECTION 3: Your online Master Promissory Note (MPN)

STEP 1 Go to <http://financialaid.unlv.edu>  
Click on Master Promissory note online (under **Information**)

STEP 2 Select **What To Expect** (left screen options) and print this page to assist you with collecting the required information before starting the electronic MPN process.

STEP 3 Select **Complete New MPN for Parent PLUS Loans** (left screen options). Follow the instructions and complete your online PLUS MPN. In addition to personal information, you will be asked to provide the names, addresses and telephone numbers of two references that have known you for at least three years.



Select **Complete New MPN for Student Loans** (left screen options). Select Graduate PLUS. Follow the instructions and complete your PLUS MPN. In addition to personal information, you will be asked to provide the names, addresses, and telephone numbers of two references that have known you for at least three years.

STEP 4 No paper is needed. Review, sign, and confirm your PLUS MPN. UNLV Student Financial Services retrieves and updates all confirmations through the U.S. Department of Education. There is no need to submit a paper confirmation to UNLV Student Financial Services.