

# UC San Diego

Financial Aid and Scholarships Office, MC 0013 – Student Services Center - 3<sup>rd</sup> Floor North

9500 Gilman Drive, La Jolla, CA 92093-0013

Financial Aid Fax Number: (858) 534-5459

## 2016-17 Federal Direct Parent PLUS Loan Application Instructions

Please refer to your student's TritonLink Award Notification to determine how much you may be eligible to borrow. To ensure that the Parent PLUS loan funds are available by the registration fee deadline; we encourage you to submit your application at least 3 weeks prior to the deadline date.

### FIRST TIME FEDERAL DIRECT PARENT PLUS LOAN BORROWERS:

1. The **FSA ID**, made up of a username and password, has replaced the Federal Student Aid PIN and is now being used by students, parents, and borrowers to access personal financial aid information online on certain U.S. Department of Education (ED) websites and electronically sign Federal Student Aid documents. **The FSA ID is required and must be set up prior to logging in.** You may obtain your FSA ID at <https://fsaid.ed.gov>. Please note the Parent FSA ID is not the same as the Student FSA ID. The Parent FSA ID acts as the electronic signature for the FAFSA and the Electronic Master Promissory Note. You can follow the steps outlined in the "[How to Create an FSA ID](#)" one-page guide.
2. **Complete a Direct Parent PLUS Master Promissory Note (MPN)** if you are a first time Federal Direct Parent PLUS loan borrower. The MPN is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the Department of Education. It also provides you with detailed explanation of the terms and conditions of your loan(s). If borrowing for more than one student, you'll need to complete a separate MPN for each. **To complete the MPN:**
  - a. Go to <http://StudentLoans.gov>.
  - b. Click on the green "Log In" box on the right side of the screen.
  - c. Enter the **Parent's** FSA ID Username or E-mail Address, and the **Parent's** FSA ID Password (see #1 above). If you have not set up your new FSA ID, you can click on the option to "Create an FSA ID" link in the "Log in" box.
  - d. Click on "Complete MPN" in left margin.
  - e. Click on "Parent PLUS" and continue with all instructions until you receive the "Thank you for submitting the MPN" message.

### ALL FEDERAL DIRECT PARENT PLUS LOAN BORROWERS:

#### 3. Submit the 2016-17 Federal Direct Parent PLUS Loan Request Form

**Important Note:** To avoid processing delays, ensure both the borrower and student information you provide on the request form is an **exact match to the information submitted on your Direct Parent PLUS Master Promissory Note.** Federal student loans are available to most students regardless of income and provide a range of repayment options including income-based repayment plans and loan forgiveness benefits, which other education loans are not required to provide.

**2016-17 Federal Direct Parent PLUS Loan Request Form**

**RETURN THIS FORM TO:** UCSD Financial Aid and Scholarships Office, MC 0013, 9500 Gilman Drive, La Jolla, CA 92093-0013 or by fax to (858) 534-5459

⇒ **Information must be completed by the same parent who completed the Master Promissory Note** ⇐

<b>1a. Student's Name (Please Print)</b> _____ Last Name                      First Name                      MI	<b>1b. Student's UCSD PID Number</b> A _____
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<b>2. Total Loan Amount Requested</b> Refer to the TritonLink Award Notification for the maximum amount you may request \$ _____	<b>3. Parent's Social Security Number</b> _____
<b>4. Parent's Legal Name (Please Print Clearly)</b> _____ Last Name                      First Name                      MI	<b>5. Parent's Date of Birth</b> _____ Month                      Day                      Year
<b>6. Parent's Citizenship Status (check one)</b> <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Non-Citizen Registration Number A _____	<b>7. Parent's Permanent Home Address</b> _____ Street Address                      Apt # _____ City                      State                      Zip Code
<b>8. Are you currently in default on a federal education Loan?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes	<b>9. Parent's Email Address</b> _____
<b>10. Parent's Relationship to Student (check one)</b> <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Stepfather <input type="checkbox"/> Stepmother	<b>11. Parent's Telephone Number</b> ( _____ ) Area Code                      Number
<b>12. I am requesting this loan for the following academic period (please check one)</b> <input type="checkbox"/> 2016 – 17 Academic Year (Fall 2016; Winter 2017; Spring 2017) <input type="checkbox"/> Summer Session 2017	

**Parent Borrower – Please sign the following authorization statement:**

I understand that a PLUS Loan is subject to credit approval. I consent to the U.S. Department of Education obtaining my credit record to determine my eligibility. I also understand I must complete a Master Promissory Note for a Direct Parent PLUS loan (first time borrowers). I understand proceeds received from a Parent PLUS loan will be credited to my student's university account and applied to current outstanding balances owed at UC San Diego. UCSD recommends that remaining funds, after university charges are paid, be released to your student in accordance with UCSD's disbursement procedures. If you do not wish to authorize the release of remaining funds to your student, please check this box

**Parent Borrower's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>For Office Use Only:</b> AidID: DP6*, DX6* (no refund)    Processed by: _____    Date: _____
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