



# STEPS TO SIGN A MASTER PROMISSORY NOTE

Before you can receive disbursement of a Direct Loan, you must first sign a Master Promissory Note (MPN).

**Step 1:** Go to <http://studentloans.gov>

**Step 2:** Click the **LOG IN** button; the borrower must log in with their FSA ID



**Step 3:** Select the type of *Master Promissory Note* to complete

Complete Loan Agreement (Master Promissory Note)

### MPN for Subsidized/Unsubsidized Loans

Use this MPN for Direct Subsidized or Direct Unsubsidized Loans available to eligible undergraduate or graduate/professional students.

**START**

### PLUS MPN for Graduate/Professional Students

Use this MPN for Direct PLUS Loans available to eligible graduate/professional students. Students must be logged in with their own FSA ID.

**START**

### PLUS MPN for Parents

Use this MPN for Direct PLUS Loans available to eligible parents of eligible dependent undergraduate students. Parents must be logged in with their own FSA ID.

**START**

Complete steps 1-4 (shown below)



**Step 4: Confirmation**

- ✓ Print and keep completion records of your MPN.
- ✓ Confirmation of completion will be sent electronically to the PVAMU financial aid office.
- ✓ Requirements for MPNs will be satisfied within 2-3 business days.
- ✓ Please note: 1<sup>st</sup> time freshman will have a 30-day delay on their first sub/unsub loan disbursement.