

Guide to Applying for a Parent PLUS Loan

Please complete the application available on the Rowan financial aid website. Please visit:

<http://www.rowan.edu/provost/financialaid/loanhome.html>

Select Parent PLUS Application

Please enter all the information required before pressing the Submit button.

Complete student information including Rowan ID#

Complete parent information of the parent applying for the PLUS loan.

Please answer all questions. If all questions are not answered, when the application is submitted the errors will be flagged and the application will not be processed until the corrections have been made.

Select the loan period using the drop down selection box. Most parents find it more convenient to complete a loan application for the full year. Please remember that a full year loan for the 2010/2011 school year (fall 2010 and spring 2011 terms), the Requested Dollar Amount will be divided equally between the fall and spring terms. The requested amount should be sufficient to meet your needs for all semesters in the loan period selected.

Click on the **SUBMIT** button to complete the loan application. Instructions will appear to **PRINT** a copy of the completed application. You must **SIGN** the completed application and then mail or fax the signed application to:

Rowan University

Office of Financial Aid

201 Mullica Hill Road

Mullica Hill, NJ 08028

or FAX to 856-256-4413

Rowan University cannot certify an unsigned PLUS loan application.

The first time Parent PLUS borrower will need to complete a Master Promissory Note (MPN) with Direct Loans. The PLUS loan borrower will be required to use their FAFSA PIN to electronically sign the Master Promissory Note (MPN). The parent who submitted their information for a credit check must be the same parent who completes the promissory note. If the borrowing parent needs to request a PIN, visit the official PIN site (www.pin.ed.gov).

For additional information regarding the Direct Loan Program visit: www.direct.ed.gov.

To sign your Master Promissory Note (MPN)

Go to: <https://studentloans.gov>

Click on: SIGN IN under Manage My Direct Loan

To sign your MPN, you will be required to use the same federal PIN that was issued when electronically signing your FAFSA.

Sign In: Social Security #

First 2 characters of your last name

Your Date of Birth

Your FAFSA PIN # (the 4 digit PIN number used to sign the FAFSA form)

Click on: Complete Master Promissory Note

Click on: Parent PLUS (the MPN process takes approximately 30 minutes to complete)

Complete: Required personal information *indicates required fields that need to be completed

Complete: Student Information

Click on: School and Loan Information School state: select New Jersey using the drop down box

School name: select Rowan University using the drop down box

Click on: Continue at the bottom of page

Complete: Reference 1 and Reference 2 Information (Note: The Parent borrower cannot list the student as a reference)

Read: "Terms and Conditions" You must read each section of the terms and conditions before processing to the next step.

Read: "Review and Sign" Review all information for accuracy. Make sure you complete the entire process and continue to the very end and submit the signed MPN.

Direct Loans Applicant Customer Service# 1- 800-557-7394 is available to help students and parents with MPN problems from 8:00 am to 8:00 pm.