



## Direct Graduate PLUS Online Application

### Application Instructions:

#### Step 1: Apply for a Direct Graduate PLUS Loan

1. Go to [www.studentloans.gov](http://www.studentloans.gov). Sign in to your profile from the Manage My Direct Loan menu. You will need your federal Personal Identification Number (PIN). This is the same PIN you used for completing the FAFSA. If you do not remember your federal PIN, visit the Department of Education's PIN website at [www.pin.ed.gov](http://www.pin.ed.gov).
2. Select, Request a Direct PLUS Loan and then select Graduate PLUS as your loan type.
3. Follow the instructions to complete the Federal Direct Graduate PLUS Loan application.
4. If approved, you will be notified with instructions on how to sign a Master Promissory Note.

NOTE: If denied, you will receive a denial letter from the U.S. Department of Education. You may contact the Direct Loan Servicing Center to either appeal the decision or investigate the option of securing an endorser for the loan.

#### Step 2: Sign a Master Promissory Note (MPN)

1. When going online to sign your MPN, be sure to have your driver's license, social security number and two references with complete addresses and contact information.
2. Go to [www.studentloans.gov](http://www.studentloans.gov) and sign in.
3. Click on Complete Master Promissory Note
4. Click on Graduate PLUS
5. Complete your MPN. Be certain to choose **Fort Valley State University (FVSU)** from the Schools drop down list to ensure timely delivery and processing of your loan.
6. Print a copy of your MPN for your records. The FVSU Office of Financial Aid will be notified electronically when you have completed this documentation. Please allow 3-5 business days for this information to be submitted to the institution.