

Mitchell College

437 Pequot Avenue, New London, CT 06320 Phone:800-443-2811

First Time Federal PLUS Loan for **Parents only**:

If you would like to apply for a Parent PLUS Loan you need to complete two (2) steps for your loan monies to be applied to your students account:

1) Apply for a PLUS Loan (application to have a credit check done):

Please follow the instructions below:

- a) Go to www.studentloans.gov
- b) **Log In** with your **FSA ID Username and Password**, if you do not have an FSA ID, click on the button Create an FSA ID
- c) Click on “**Apply for a Direct PLUS Loan**”
- d) To the right of “**Direct PLUS Loan Application for Parent**”, click on “START”.
- e) Select “I would like to specify a loan munt. Loan Amount Requested”. **Do not select maximum loan amount option. You need to provide an amount that you wish to borrow. Loan requests without an amount to be borrowed cannot be processed by our office.** You may contact the bursar at (860)701-5061 or brennan_1@mitchell.edu to assist you in determining the correct amount to borrow.
- f) If you are **approved** for the loan, **continue to step 2**
If you are **denied** the PLUS loan –**STOP here**

2) Go to “Complete MPN**” under “**Plus MPN for Parents**” click on “Complete PLUS MPN for Parents”**

If you are denied a Parent PLUS Loan, the school will increase the student’s Unsubsidized Stafford Loan, depending on their eligibility. A new financial aid award letter will be sent to the student.

The school will automatically be notified if you have been approved or denied for the Parent PLUS Loan and whether you have completed a PLUS Master Promissory Note (MPN). **NO LOANS WILL BE CREDITED TO THE STUDENT’S ACCOUNT UNTIL THE CREDIT APPLICATION AND PROMISSORY NOTE ARE COMPLETE.**

If you need assistance with the www.studentloans.gov website, please contact customer service at 1-800-557-7394.