Graduate PLUS Loan Instructions

To apply for the Graduate PLUS Loan, please follow the instructions provided below.

Before starting, please note that you will need to use your <u>FSA ID</u> to log in. The FSA ID is the **same** login you used to log into the FAFSA.

If you need to create or retrieve your FSA ID, please go to https://fsaid.ed.gov/npas/index.htm.

Step-by-Step Instructions for Applying

1. You would need to navigate to https://studentaid.gov/ to access the application.

Click on APPLY FOR AID on the top off the page and click on Apply for a Grad PLUS Loan



Proceed to the next screen and click **Log In To Start** under the "I am a Graduate or Professional Student" section:

	I am a Graduate or Professional Student	
Å Å	William D. Ford Federal Direct Loan Program: Federal Direct PLUS Loan Request for Supplemental Information	
	When you apply for a Direct PLUS Loan as a graduate or professional student, you can authorize the school to use your loan funds to satisfy other educational related charges after tuition and fees, and room and board (for on-campus students) have been paid. You are not required to provide this authorization.	Log In To Start View Demo OMB No. 1845-0103 • Form Approve
	The Direct PLUS Loan Application also allows you to request a change the loan amount specified in a previously submitted application.	Exp, Date 09/30/2020
	Preview a read-only version	

2. You will then be directed to the Direct PLUS Loan Application and will need to complete Steps 1 to 4.

Direct PLUS Loan Application for Graduate/Professional Students									
Loan Information	2 Borrower Information	3 Review	Credit Check and Submit						

• For the School Information Section – Please select California as a state, and search for "CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA". School ID 001144

- 3. After Completing Steps 1 to 4, you will be provided with credit result of either Accepted, Declined, or Pending.
 - Accepted
 - Declined
 - Pending

Next Steps After Obtaining Credit Results

If the credit check is **accepted** and this is the first PLUS loan you are applying for at our institution, you will be instructed to complete the Federal Direct **Graduate** PLUS Master Promissory Note.

1. You will need to navigate to the top of the home page and click on COMPLETE AID PROCESS

Federal Student Aid	UNDERSTAND AID	APPLY FOR AID	~	COMPLETE AID PROCESS	~	MANAGE LOANS	~				
 2. Under Complete a Master Promissory Note (MPN) Select MPN for Graduate/Professional Students 											
Federal Student Aid	understand aid $~~$	APPLY FOR AID \vee	COMPLETE AID	PROCESS	MANAGE LOANS	Ƴ Log In∣C	Create Account				
How Ald Is Calcu Comparing Scho Accepting Finan Receiving Financ	ulated Complete , nol Ald Offers Complete , clal Ald MPN for Uni Clal Ald MPN for Gra	Annual Student Loan A a Master Promissory N dergraduates iduate/Professional Stude	cknowledgment lote (MPN) nts	Complete Entrar Complete TEACI	nce Counseling H Grant Counseling	g and Agreement					

3. Select **Start** in the "MPN for Direct PLUS Loans" section. You will need to complete Steps 1 to 5.



If the credit check is **not accepted**, you will be asked to indicate how you would like to proceed:

- If you want to obtain an endorser you will be working directly with the U.S. Department of Education, and Cal Poly Pomona will be notified once the loan is approved. Please navigate to <u>Credit Endorser</u> to complete the loan application.
 - Please remember that you must also complete the <u>PLUS Credit Counseling</u> and the <u>PLUS MPN for Graduate/Professional Students</u>.
- If you want to appeal credit and provide documentation of extenuating circumstance you will be working directly with the U.S. Department of Education, and Cal Poly Pomona will be notified once the loan is approved. Please navigate to <u>Credit Decision Appeal</u> to have the U.S. Department of Education review your application.
 - Please remember that you must also complete the <u>PLUS Credit Counseling</u> and the <u>PLUS MPN for Graduate/Professional Students</u>.
- If you are undecided Cal Poly Pomona will receive the denial notice and will communicate with you via email asking to notify us of a decision if you are going to attempt to resolve the denial.

If the credit check is **pending**, you will need to contact Student Loan Support Center at 800-557-7394 or <u>StudentLoanSupport@ed.gov</u>.

When ready to apply, please navigate to https://studentaid.gov/