



## 2009–2010 Federal Graduate PLUS Loan Instructions

Follow the instructions below to apply for a Graduate/Professional PLUS Loan at USD. Print these instructions so you may refer to them as you go through the process.

**Please note: Students may borrow from any lender that participates in the Grad PLUS program. It is recommended that students who have previously borrowed at USD or another institution stay with their previous lender. USD does not participate in the Federal Direct Loan programs. If you previously borrowed under the Federal Direct Loan program, you must select a new lender and complete a new Application and Master Promissory Note (MPN). If you have borrowed previously and do not know the name of your prior lender, go to [www.nsls.ed.gov](http://www.nsls.ed.gov) to check your loan history.**

### Applying for Your Loan

First you must complete the FAFSA application process. After receiving your Financial Aid Award from USD, you may complete the electronic Graduate PLUS Loan application process. Refer to your Financial Aid Award to determine the maximum amount you may request under the Graduate PLUS Loan program. **Borrow only what you need.** USD recommends you apply for your full Subsidized and Unsubsidized Stafford Loan eligibility before applying for a Graduate PLUS Loan.

**All Graduate/Professional PLUS Loan borrowers are required to complete Entrance Loan Counseling (ELC).** Go to [www.sandiego.edu/financial\\_aid/counseling](http://www.sandiego.edu/financial_aid/counseling) to select and complete the Graduate Entrance Loan Counseling. No Graduate PLUS Loan funds will be disbursed until the ELC has been completed.

Go to the Loan Portal online at <https://www.edfund.org/wps/portal/loanportal>. Make the selections to “view lender options” for the Graduate/Professional PLUS Loan.

On the Loan Portal you will be able to view, compare, and select your lender to complete your Application and Master Promissory Note (MPN).

#### Listed below is information to assist you in completing your Graduate PLUS Loan application process:

- All graduate/professional PLUS Loan borrowers will have a credit review completed by their lender, regardless of whether you have previously borrowed.
- If you have previously borrowed a Grad PLUS Loan, select your prior Grad PLUS lender from the list and click “Apply”.
- If you borrowed a Graduate PLUS Loan last year and your lender is not listed on the Graduate PLUS Loan Portal for 2009-10, apply directly to that lender. For those web site links, please check the USD Office of Financial Aid (OFA) web site at [www.sandiego.edu/financial\\_aid](http://www.sandiego.edu/financial_aid) for a listing. Your lender will need to provide a Graduate PLUS Loan Certification Request to the USD Office of Financial Aid.
- If your lender of choice is not on the lender list, contact your lender directly to apply. Your lender will need to provide a Graduate PLUS Loan Certification Request to the USD Office of Financial Aid.
- Apply for the full amount needed for the **entire academic year**. (Funds are disbursed equally per semester.)
- New borrowers - Print the completed MPN for your records.
- The lender will forward your application to the USD Office of Financial Aid for certification. You will be notified when funds are available for disbursement.

**You’ve Finished!** Complete this process with **only one** lender. If you have any questions, please contact the USD Office of Financial Aid or the One Stop Student Center (OSSC).