



2009–2010 Federal Parent PLUS Loan Instructions

Follow the instructions below to apply for a Parent PLUS loan at USD. Print these instructions so you may refer to them as you go through the process.

Please note: It is recommended that parents 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.nslds.ed.gov to check your loan history.

Citizenship Status

If you are not a U.S. citizen, you must submit a copy (front and back) of your Alien Registration card to the USD Office of Financial Aid (OFA).

Applying for Your Loan

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

- Complete the application process with **only one** lender.
- If you have previously borrowed a Parent PLUS Loan, select your prior Parent PLUS lender from the lender list and click “Apply”.
- If you borrowed a Parent PLUS Loan last year and your lender is not listed on the Parent PLUS Loan Portal for 2009-10, apply directly with that lender. For those web site links, please check the USD Office of Financial Aid (OFA) web site at www.sandiego.edu/financial_aid for a listing. Your lender will need to provide a Parent 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 PLUS Loan Certification Request to the USD Office of Financial Aid.
- A credit review will be completed by the lender for each parent borrower.
- Request a loan amount based on what you need to borrow. The maximum amount you may borrow is indicated on your student’s USD Financial Aid Award.
- Apply for the full amount needed for the **entire academic year**. (Funds are disbursed equally per semester.)
- 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.

Please contact the Office of Financial Aid or the One Stop Student Center if you have questions.