

University of Wisconsin-Whitewater

PLUS MASTER PROMISSORY NOTE INSTRUCTIONS

To proceed with the processing of your **Federal Direct PLUS Loan**, you must complete a promissory note. The Plus Master Promissory Note for the William D. Ford Federal Direct Loan Program functions as a multi-year note that may remain valid for a period of up to ten years. As your student continues their education, the Plus Master Promissory Note may be used for subsequent loan(s) you accept in the Program.

Complete your Master Promissory Note (MPN) on the Internet

*Go to the website below and “Sign In” to complete your Master Promissory Note. If you do not have your **FSA ID** you will need to create one using the instructions on the website, or use the “**Forgot User Name or Password**” feature. You will also need complete addresses and phone numbers for two references. All students borrowing for the first time are required to complete Entrance Loan Counseling.*

In order for your loan to credit to your student account, you need to complete a Master Promissory Note on the Internet at the following website:

<https://StudentLoans.gov>

Your direct Loan is credited directly to your student account no earlier than 10 days prior to the start of the term once eligibility and requirements are met. If there is an overpayment a refund can be processed. **Complete your Promissory Note promptly to avoid delays!**

If you have questions regarding this process, please contact our office.

Student Accounts

Hyer Hall Room 110, 800 West Main Street
Whitewater, WI 53190

(262) 472-1373 or (800) 621-7244

Email: sfs@uww.edu

Website: <http://www.uww.edu/adminaffairs/sfs/>