Direct PLUS LOAN Instructions & Application Process

Eligible applicants for the Parent PLUS Loan are as follows:
- Student’s biological or adoptive mother and/or father.
- Stepparent if his/her income and assets are included when calculating the student’s expected family contribution (EFC).

The award, including PLUS loans, cannot exceed the student’s cost of attendance. If a parent is denied, the additional amount a student can receive is no more than $4000 (up to 59 earned hours) or $5000 (60 or more earned hours). A legal guardian is not considered a parent for federal student aid (FSA) purposes.

Student eligibility requirements are as follows:
- Dependent student.
- Making Satisfactory Academic Progress (SAP).
- Enrolled in an eligible degree program for a minimum of 6 hours.

1. The application to Request a Direct PLUS Loan is at www.studentloans.gov.
   - Parents must sign in with their FSA User ID

2. Visit http://gsu.edu/Financial-Aid/Forms/index. Print the ‘Requested PLUS Loan Options’. When completing the form, read your Options carefully. Your choice of Option A or Option B tells us how to proceed if the PLUS Loan Application is denied.
   - **Option A**
     Co-borrower/Endorser required: papers provided by the Direct Loan Servicing Center (DLSC) will be submitted to the DLSC, in order to apply for co-borrower/endorser approval. Funds will not be available until GSW receives confirmation of the co-borrower/endorser approval from the DLSC.
   - **Option B**
     Waive Co-borrower/Endorser Choice: An additional unsubsidized student loan will be Processed in the student’s name up to the maximum amount of eligibility.

3. Mail or fax 229.931.2061 the ‘Requested PLUS Loan Options’ to the Financial Aid Office.

4. GSW will process the ‘Requested PLUS Loan & Amount & Option’ request. The parent will receive an Approved or Denied determination from the Department of Education (DOE).
   - **APPROVED**: Parent must confirm their understanding by completing and signing an electronic Master Promissory Note (using their FAFSA P.I.N.) at www.studentloans.gov.
     **Note**: If your PLUS loan is approved for multiple children, parent must complete a separate MPN for each child.
   - **DENIED**: Processed per parent’s selection of Option A or B.

Questions concerning the status of MPN’s, Credit Decisions and/or Appeals should be directed to the Direct Loan Servicing Center Customer Service at 1-800-557-7394.