

STUDENT & PARENT DIRECT LOAN APPLICATION PROCESS

For Student Undergraduate Borrowers

1. Go to www.studentloans.gov
2. Sign in using your four digit PIN number
3. Click on "Complete New MPN for Student Loans"
4. Select Federal Subsidized/Unsubsidized
5. Click "Continue"
6. Click box "I agree to use an electronic MPN and have the required hardware and software"
7. Click "Continue"
8. Provide Borrower information
9. Provide school location
10. Click "Continue"
11. Select Voorhees College
12. Click "Continue"
13. Provide address(NO Post Office boxes, you must use a physical address)
14. Provide two references. (Reference cannot live in your home)
15. Click "Continue"
16. Review information for accuracy.
17. Click all sections until green check box occurs indicating you have read the information.
18. Click "Continue"
19. Sign you MPN
20. Submit your Electronic Signature
21. Click "Continue"
22. Click "Review HTML" link
23. Click out of HTML page
24. Click "Continue"
25. Click "Master Promissory Note PDF link"
 - a. Click "Open"
 - b. Click "Print"
26. **Submit a copy of the MPN only to the Office of Student Financial Aid.**

For Parent PLUS Borrowers

1. Go to www.studentloans.gov
2. Sign in using your four digit PIN number
3. Click on "Request a Direct PLUS Loan"
4. Click "Parent PLUS" loan type
5. Complete: Personal information, Student & loan info, Review Application, and Credit check sections.
6. Submit application.

Upon approval parent **MUST** complete PLUS MPN for student to receive Parent loan funds.

1. Click on "Complete New MPN for Parent PLUS LOAN"
2. Select Federal Subsidized/Unsubsidized\
3. Click "Continue"
4. Click box "I agree to use an electronic MPN and have the required hardware and software"
5. Click "Continue"
6. Provide Borrower information
7. Provide school location
8. Click "Continue"
9. Select Voorhees College
10. Click "Continue"
11. Provide address(NO Post Office boxes, you must use a physical address)
12. Provide two references. (Reference cannot live in your home)
13. Click "Continue"
14. Review information for accuracy.
15. Click all sections until green check box occurs indicating you have read the information.
16. Click "Continue"
17. Sign you MPN
18. Submit your Electronic Signature
19. Click "Continue"
20. Click "Review HTML" link
21. Click out of HTML page
22. Click "Continue"
23. Click "Master Promissory Note PDF link"
 - a. Click "Open"
 - b. Click "Print"

Submit a copy of the MPN only to the Office of Student Financial Aid.

STUDENTS MUST ALSO COMPLETE THE ONLINE DIRECT LOAN ENTRANCE COUNSELING.