



GRAD Plus Loan Instructions (Graduate Students Only)

1. Go to <https://studentaid.gov>
2. Log in using your **FSA ID or Email Address and your Password**
3. Select “**Apply for a Direct Plus Loan**”
4. Click Start on **Direct PLUS Loan Application for Graduate/Professional Students**
5. Select Award Year 2021-2022
6. For School Information Select “U.S Schools”
 - a. For the state Select **CA**
 - b. input **Mount Saint Mary’s University (G01243)**
7. for loan amount requested you can select
 - a. “I want to borrow the maximum...” (please note that you will receive an email from our loan officers to confirm an amount)
 - b. “I would like to specify a loan amount”
 - c. “I don’t know the amount, I will contact the school”
(to get the amount contact the **Student Accounts**
Chalon 310-954-4040 or Doheny 213-477-2540)
8. Enter Loan Period Start and End Date (08/24/2021 to 05/07/2022)
9. Answer the questions thoroughly
10. On Credit Check and Submit. Check the box to authorize the credit check
11. You will immediately be informed if you are **approved** or **denied** for your Direct GRAD PLUS Loan
12. You must now complete the Master Promissory Note for the Direct GRAD PLUS Loan and Entrance Counseling for the Direct GRAD PLUS



GRAD (PLUS) Master Promissory Note Instructions

1. Go to <https://studentaid.gov>
2. Log in using your **FSA ID or Email Address and your Password**
3. Select Complete Loan Agreement (Master Promissory Note)
4. Click on the appropriate **MPN (Undergraduate or Graduate)**
5. Input the information requested
6. For school Information Select "U.S Schools"
 - a. For the state Select **CA**
 - b. input **Mount Saint Mary's University**
7. Input Reference Information
8. At the end click "Sign and Submit"

(You will receive an email from studentloans.gov once submitted successfully)
9. You have now completed the Master Promissory Note and MSMU will be notified within 24-48 Hours.

Final step

Once you received confirmation email that your GRAD Plus is Credit approved and complete a GRAD Master Promissory Note please email financialaidloans@msmu.edu; The loan amount that you been approved and how you want the funds to disburse.