



**PLUS LOAN REQUEST FORM (Loans to Parents)
2024-2025**

STUDENT INFORMATION

Student Name: _____

Student ID V#: _____

The student is applying for the Federal Stafford Loan: Yes _____ No _____

PARENT INFORMATION

The parent completing this information will be certified as the PLUS Loan borrower.

Parent Name: _____

Street Address: _____

City/State/Zip Code: _____

Primary/Alternate Phone Number: _____

U.S. Citizen: Yes _____ No _____

Date of birth: _____

State of Legal Residence: _____ Date became a resident: _____

Driver License State and Number: _____

Please make check payable to: Parent _____ Student _____ Loan Amount Requested: \$ _____

Parent Signature: _____ Date: _____



Instructions for Parent PLUS Loans 2024-2025



Federal Direct Parent PLUS Loan Instructions:

NOTE: “Studentloans.gov” website will re-direct you to a new website “studentaid.gov”.

Step 1: You must complete the VC Financial Aid process to be considered for a Federal Parent PLUS loan. This includes, but is not limited to, the Free Application for Federal Student Aid (FAFSA) and the VC Parent PLUS loan request form.

Log on to studentaid.gov to complete the steps 2-4.

Step 2: Under “Parent Borrowers,” complete the “*apply for a PLUS loan*” which is the application based on credit.

Step 3: Complete Entrance Counseling. To complete Entrance Counseling for PLUS Loans, you will need: 20-30 minutes; Your Account Information (FSA ID); (If you do not have an Account you may create it on the studentaid.gov website) and School Name: The Victoria College. **NOTE: The Victoria College requires all parent borrowers to complete Entrance Counseling.**

Step 4: Sign your Master Promissory Note. To complete a Master Promissory Note (MPN) for PLUS Loans, you will need: approximately 30 minutes (MPN must be completed in a single session, be sure you allow enough time to complete).

If you have previously completed either a Direct Loan MPN or a Direct PLUS Loan application, some of this information may be populated for you. You should review any populated information carefully for accuracy.

The Department of Education (DOE) will not release funds to VC until a signed Master Promissory Note is on file, with either an electronic signature or a paper MPN. Do not send your paper MPN to Victoria College; it must be sent to the Department of Education to be processed. Be aware that all required fields must be completed before your loan will process and incorrect information may cause a delay in receiving your funds. Your MPN is valid for 10 years before being required to sign a new MPN.

If you have questions regarding the MPN process, you may call the Department of Education at 1-800-557-7394. It is recommended that you contact the DOE after completing the process to confirm your application is complete and does not require further action by you.