Go to [www.studentloans.gov](http://www.studentloans.gov) to complete the Parent Plus Loan Master Promissory Note (MPN). Sign in by clicking on the “LOG IN” button.

Enter your FSA ID and Password where indicated.

To complete the student loan master promissory note, click on Complete Loan Agreement (Master Promissory Note).

As a parent completing the Master Promissory Note for the Parent Plus loan you applied for and were awarded, click on START across from PLUS MPN for Parents.

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**Step 1 - Information**

Parent Plus MPN: Check to make sure that all information is correct and make changes where needed. Add information where needed.

Select Arkansas from the drop down box, select Southern Arkansas University from the drop down box. Or you can type in the information. Click on CONTINUE.

Confirm that SAU is listed. Click CONTINUE.
Step 2 – References
Complete the information for Reference 1

Reference 2 can be any adult that does not live in the same household as Reference 1. Click CONTINUE

Step 3 – Review and Edit
Make sure all information is correct, if not, choose the Edit function;

Click on CONTINUE.

Step 4 – Sign and Submit
There are 11 steps to this section – Read and answer any questions as you work through this section.

At the bottom of the page, click in the box that you have reviewed all information. Enter your name as requested in the blanks and click on Sign & Submit.

Wait for confirmation page.