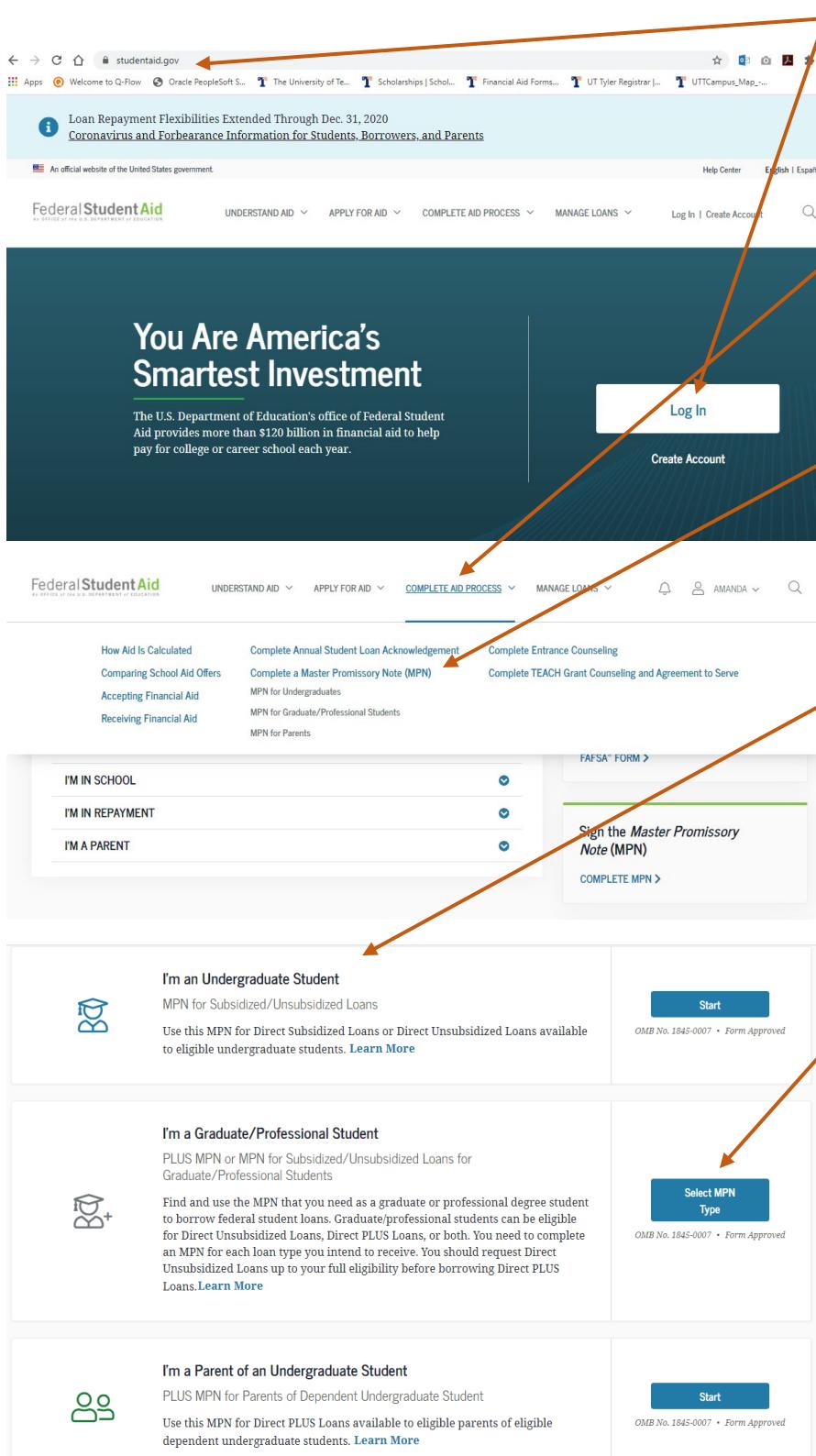


# Completing MPN for student loans



The screenshot shows the Federal Student Aid website at studentaid.gov. At the top, there is a navigation bar with links for Apps, Welcome to Q-Flow, Oracle PeopleSoft S..., The University of Te..., Scholarships | Schol..., Financial Aid Forms..., UT Tyler Registrar ..., and UTTCampus\_Map.... Below this is a banner for 'Loan Repayment Flexibilities Extended Through Dec. 31, 2020' and 'Coronavirus and Forbearance Information for Students, Borrowers, and Parents'. The main content area features a dark blue background with the text 'You Are America's Smartest Investment'. Below this, there is a 'Log In' button and a 'Create Account' button. The navigation bar includes links for UNDERSTAND AID, APPLY FOR AID, COMPLETE AID PROCESS, and MANAGE LOANS. The 'COMPLETE AID PROCESS' link is highlighted with a red arrow. The main content area also includes links for 'How Aid Is Calculated', 'Comparing School Aid Offers', 'Accepting Financial Aid', 'Receiving Financial Aid', 'Complete Annual Student Loan Acknowledgement', 'Complete a Master Promissory Note (MPN)', 'MPN for Undergraduates', 'MPN for Graduate/Professional Students', 'MPN for Parents', 'Complete Entrance Counseling', and 'Complete TEACH Grant Counseling and Agreement to Serve'. The 'COMPLETE AID PROCESS' menu is expanded, showing three options: 'I'M IN SCHOOL', 'I'M IN REPAYMENT', and 'I'M A PARENT'. Each option has a sub-section for 'I'm an Undergraduate Student', 'I'm a Graduate/Professional Student', and 'I'm a Parent of an Undergraduate Student'. Each sub-section provides a brief description and a 'Start' button. The 'Start' button for the 'I'm an Undergraduate Student' section is highlighted with a red arrow.

- Start at [studentaid.gov](https://studentaid.gov), you will need to login using your FSA ID information from your FAFSA application.

Once you login you can select the header “Complete Aid Process” and then select Complete a MPN.

There are MPNs for each student type and for parents so make sure you are completing the appropriate MPN.

You can select Complete an MPN to see the explanation for each type of MPN. If you’re not sure which MPN to select read through the options on screen. You can ask [enroll@uttyler.edu](mailto:enroll@uttyler.edu) or 903.566.7180.

Once you know which MPN to select hit the blue start option next to that MPN.

Select the MPN below that you wish to complete. Graduate/professional students can be eligible for Direct Unsubsidized Loans, Direct PLUS Loans, or both. You need to complete an MPN for each loan type you intend to receive.

MPN for Subsidized and Unsubsidized Loans

Use this MPN for Direct Unsubsidized Loans available to eligible graduate/professional students. You may also need to complete an MPN for Direct PLUS Loans.

[Download PDF](#) [Preview Read Only](#)

Start  
OMB No. 1845-0007 • Form Approved

MPN for Direct PLUS Loans

Use this MPN for Direct PLUS Loans available to eligible graduate/professional students. You may also need to complete an MPN for Direct Unsubsidized Loans.

[Download PDF](#) [Preview Read Only](#)

Start  
OMB No. 1845-0007 • Form Approved

FederalStudentAid  
U.S. DEPARTMENT OF EDUCATION

UNDERSTAND AID ▾ APPLY FOR AID ▾ COMPLETE AID PROCESS ▾ MANAGE LOANS ▾

Master Promissory Note  
For Graduate/Professional Students Requesting Direct Unsubsidized Loans

Step 1 of 5  
Information

Borrower: [REDACTED] Social Security Number: [REDACTED]

Contact Information ⓘ

Email Address: [REDACTED]@gmail.com

Mobile Phone: 903 [REDACTED]

Telephone Number: 903 [REDACTED]

Borrower: [REDACTED] Social Security Number: [REDACTED]

School Information

Select a school to notify

U.S. Schools/U.S. Territory Schools

Non U.S. Schools

Choose a State

Type response

Search School By Name

Type response

School Name: UNIVERSITY OF TEXAS AT TYLER  
School Code/Branch: G11163  
School Address: 3900 UNIVERSITY BOULEVARD  
TYLER, TX 757996699  
[Remove this school](#)

Previous

Continue

If you are a graduate student there are two different MPN options for you. If you have accepted a standard unsubsidized loan complete the first option.

If you are attempting to apply for a GRAD PLUS Loan, select the second option.

There are 5 Steps to the MPN. You can follow your progress through the steps at the top of the page.

Make sure to read through each page and confirm your contact information.

Select your school to notify them of your completed MPN. You can remove the school if you find that you have selected the wrong one.

Select the blue "Continue" option at the bottom of each page to move forward.

## Master Promissory Note

For Graduate/Professional Students Requesting Direct Unsubsidized Loans

Step 2 of 5

### References

Borrower: [REDACTED]

Social Security Number: [REDACTED] - [REDACTED]

The second section requires you to give reference information for two references. Make sure you give accurate information so that if for any reason your loan servicer cannot contact you, they can reach your reference for assistance.

### Reference Information

Enter the requested information for two persons with different U.S. addresses who do not live with you and who have known you for at least three years. The references should be people who will be able to help us contact you in the future if we are unable to reach you. References are only used for this purpose and are never required to repay your loan.

Please note the following information about your references:

- The first reference should be a parent or legal guardian.
- References must have different addresses and telephone numbers.
- References who live outside the United States are not acceptable.
- If the reference does not have a telephone number, or email address, or does not wish to provide an email address, enter N/A.
- Providing an email address for a reference is optional. If you provide an email address for a reference, we may use it to communicate with the reference.

Step 3 is the MPN Agreement. It has 5 pages so make sure you read through each page before moving forward.

## Master Promissory Note

For Graduate/Professional Students Requesting Direct Unsubsidized Loans

Step 3 of 5

### Agreements

Borrower: [REDACTED]

Social Security Number: [REDACTED] - [REDACTED]

Step 4 is to review and edit any errors in your information and references. If you need to make a correction, select "Edit" on the section and correct the error.

### MPN Agreement (1 of 5)

#### Borrower Request, Certifications, Authorizations, and Understandings

I request a total amount of Direct Subsidized Loans and/or Direct Unsubsidized Loans under this Master Promissory Note (MPN) that cannot be more than the maximum amounts I am eligible to receive, as provided under federal law and explained in the MPN Terms and Conditions and in the Borrower's Rights and Responsibilities Statement that accompanies this MPN.

Under Penalty of Perjury, I Certify That:

## Master Promissory Note

For Graduate/Professional Students Requesting Direct Unsubsidized Loans

Step 4 of 5

### Review and Edit

Borrower: [REDACTED]

Social Security Number: [REDACTED] - [REDACTED]

#### Contact Information

Edit

Email [REDACTED]@gmail.com

Mobile Phone (903) [REDACTED]

Telephone Number (903) [REDACTED]

## Master Promissory Note

For Graduate/Professional Students Requesting Direct Unsubsidized Loans

Step 5 of 5

Sign and Submit

The last section is the signature and promissory agreement. Read through the agreement fully.

Borrower: [REDACTED] Social Security Number: [REDACTED]

[Preview Draft MPN](#)

**Promises**

My signature certifies that I have read, understand, and agree to the terms and conditions of the MPN, including the Borrower Request, Certifications, Authorizations, and Understandings, the MPN Terms and Conditions, and the Borrower's Rights and Responsibilities Statement.

Check the box next to the agreement and signature approval.

**Sign and Submit**

I understand that more than one loan may be made to me under this MPN. I understand that by accepting any disbursement issued at any time under this MPN, I agree to repay the loan associated with that disbursement.

First Name  
[REDACTED]

Middle Initial - *Optional*  
[REDACTED]

Last Name  
[REDACTED]

*The time and date of your signature will be recorded and included as part of your completed MPN.*

[Previous](#) [Submit](#)

Type in your name as a signature to complete the agreement. When you are ready, select the blue "Submit" option.



You have successfully submitted your MPN

The school you selected will be notified of your MPN completion within the next 24 hours.

Your school will tell you what loans, if any, you are eligible to receive. If you have questions regarding your loan eligibility, the next steps in the processing of your loan, when the loan will be disbursed (paid out), or no longer wish to receive the loan, contact your school's financial aid office.

[Go To My Documents](#)

[View/Download PDF Document](#)

You should see a success message on screen. Your school will be notified generally within 24 hours. It can take longer for each school to be notified so make sure you complete your MPN early.