



2023-2024 PLUS LOAN AMOUNT REQUEST FORM

Parent Borrower Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_ SSN \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

E-mail address \_\_\_\_\_

Student Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_ SSN \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parent Loan Amount Requested

\$ \_\_\_\_\_

For which semester(s) (check only one)

Fall 2023 & Spring 2024      Fall 2023      Spring 2024      Summer 2024

To Parent (Borrower):

Please indicate below where you would like the refunded portion of the PLUS loan (if any) to be directed.

CHOOSE ONE

Please refund any remaining PLUS loan amount to the student.

Please refund any remaining PLUS loan amount to (me) the student's parent.

Parent address (if different than above)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Borrower Signature (Parent) \_\_\_\_\_ Date \_\_\_\_\_

Return to ACC Financial Aid Office, 665 Johnson Street, Alpena, MI 49707 or Fax to 989-358-7541. For more information, call 989-358-7286.

## PARENT PLUS LOAN PROCESS:

Go to <https://studentaid.gov>.

You, the parent, will be asked for your FSA ID from the Department of Education. This will be the same one used for signing the FAFSA.

Once the information has been confirmed, click on **Complete Master Promissory Note**. On the next page, choose PLUS MPN for Parent, and complete the application (MPN). The borrower in this case is the Parent. You, the parent, will need two to three references to complete the Master Promissory Note.

ACC will receive acknowledgement of your application from the Department of Education. Please complete the PLUS Loan Amount Request Form on the reverse side and send it back to the Financial Aid Office.

### NOTE

If you receive an e-mail or acknowledgement that states you have adverse credit history and you want to continue pursuing a PLUS Loan, you will need to also complete PLUS counseling. Under "Apply for Aid," click on **Complete PLUS Credit Counseling** and select **Start**. You will also need to get an endorser to endorse the Parent PLUS Loan. The endorser would need their own FSA ID to sign in on <https://studentaid.gov>. Once the endorser logs in and confirms their information, they will need to click on **Endorse a PLUS Loan** under "Apply for Aid." The endorser will need to know the borrowers (Parent) last name and the Endorser Code or Award Identification Number (the borrower needs to provide this to the endorser). An endorser will need to provide two to three references to complete the Endorser Addendum.

We will receive an acknowledgement of the Endorser Addendum from the Department of Education within fourteen business days.