



Nichols College

*Learn. Lead. Succeed.*

## Federal Direct Parent PLUS Loan Instructions

You have applied and been approved for  
the Federal Direct Parent PLUS Loan.

In order to complete the Parent PLUS loan process,  
you **MUST** do the following by logging into [www.studentaid.gov](http://www.studentaid.gov)  
with your parent FSA ID: Master Promissory Note (MPN)

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### Mastery Promissory Note

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- Select “Complete Master Promissory Note”
- Then select “Complete PLUS MPN for Parents”  
and proceed to fill out personal information
- You will also need two references with different  
U.S. addresses who do not live with you
- Read through each section under “terms and  
conditions” outlined with blue tabs
- Review and electronically sign

There is no need to print out any forms at the end.  
The Direct Loan Servicer will notify Nichols College electronically that  
the Master Promissory Note is complete.

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#### Student Financial Services

Email: [sfs@nichols.edu](mailto:sfs@nichols.edu)  
Phone: 508-213-2288  
Fax: 508-213-2118

#### Letters A-K:

**Karen Brennan**  
508-213-2278

#### Letters L-Q:

**Jessica Dias**  
508-213-2340

#### Letters R-Z:

**Lindsay Louis**  
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#### Office Hours:

Monday through Friday:  
8:30 am to 4:30 pm

General Inquiries: 508-213-2288