



Federal Direct Loan Master Promissory Note (MPN) Worksheet

Below is some of the basic information that is required to complete and sign a Federal Direct Loan Master Promissory Note (MPN). It may be helpful to complete this form prior to logging into studentaid.gov/mpn.

Student's FSA ID Username, Verified Email, or Mobile Phone: _____

Student's FSA ID Password: _____

To retrieve your FSA ID Username and Password or to create one go to: studentaid.gov/fsa-id

Student's driver's license number and state: State _____ Number _____

(For students who do not have a driver's license, enter your state code in both the state and number questions.)

References: Information must be provided for two people, with different U.S. addresses, who have known you, the borrower, for at least three years.

Full Name: _____

Permanent Street Address: _____

City, State, Zip Code: _____

Phone Number (including Area Code): _____

Relationship to Borrower: _____

Full Name: _____

Permanent Street Address: _____

City, State, Zip Code: _____

Phone Number (including Area Code): _____

Relationship to Borrower: _____

- The MPN is completed online at: studentaid.gov/mpn
- The MPN must be completed in one sitting – it cannot be saved and completed at another time
- This worksheet is for your records. Do not submit this worksheet to Marquette.



Instructions for filling out the Master Promissory Note (MPN)

1. Go to studentaid.gov/mpn
2. Click Log In

MASTER PROMISSORY NOTE (MPN)

You're currently not logged in!

You must log in to complete and submit federal student loan processes.

LOG IN

3. Enter your FSA ID Username, Email, or Mobile Phone and Password
 - If your password is not working, click [Forgot My Password](#) to reset

Log In

FSA ID Username, Email, or Mobile Phone ?

[Forgot My Username](#)

Password SHOW PASSWORD ?

[Forgot My Password](#)

Log In

OR

Create an Account

4. Read the warning and click Accept

Close ✕

Warning

You are accessing a U.S. Federal Government computer system intended to be solely accessed by individual users expressly authorized to access the system by the U.S. Department of Education. Usage may be monitored, recorded, and/or subject to audit. For security purposes and in order to ensure that the system remains available to all expressly authorized users, the U.S. Department of Education monitors the system to identify unauthorized users. Anyone using this system expressly consents to such monitoring and recording. Unauthorized use of this information system is prohibited and subject to criminal and civil penalties. Except as expressly authorized by the U.S. Department of Education, unauthorized attempts to access, obtain, upload, modify, change, and/or delete information on this system are strictly prohibited and are subject to criminal prosecution under 18 U.S.C. § 1030, and other applicable statutes, which may result in fines and imprisonment. For purposes of this system, unauthorized access includes, but is not limited to:

- any access by an employee or agent of a commercial entity, or other third party, who is not the individual user, for purposes of commercial advantage or private financial gain (regardless of whether the commercial entity or third party is providing a service to an authorized user of the system); and
- any access in furtherance of any criminal or tortious act in violation of the Constitution or laws of the United States or any State.

If system monitoring reveals information indicating possible criminal activity, such evidence may be provided to law enforcement personnel.

Decline

Accept



5. Click start next to the type of loan you are completing MPN for

Select the type of Direct Loan MPN you would like to preview or complete

MPN for Subsidized/Unsubsidized Loans

Use this MPN for Direct Subsidized or Direct Unsubsidized Loans available to eligible undergraduate or graduate/professional students.

Students must be logged in with their own [FSA ID](#).

[Learn More](#)

[Preview a read-only version of the Subsidized/Unsubsidized MPN](#)

START

OMB No. 1845-0007 • Form Approved

PLUS MPN for Graduate/Professional Students

Use this MPN for Direct PLUS Loans available to eligible graduate/professional students.

Students must be logged in with their own [FSA ID](#).

[Learn More](#)

[Preview a read-only version of the PLUS MPN for Graduate/Professional Students](#)

Graduate students should request unsubsidized loans up to their full eligibility. You may need to complete a Direct Subsidized/Unsubsidized Master Promissory Note.

START

OMB No. 1845-0068 • Form Approved

PLUS MPN for Parents

Use this MPN for Direct PLUS Loans available to eligible parents of eligible dependent undergraduate students.

Parents must be logged in with their own [FSA ID](#).

[Learn More](#)

[Preview a read-only version of the PLUS MPN for Parents](#)

START

OMB No. 1845-0068 • Form Approved

6. Fill in the information as instructed

7. Review the information presented

8. In the Sign & Submit section check the box, type in your full name, and click Sign & Submit

Sign & Submit

I have reviewed the information about me on the Master Promissory Note and acknowledge that it is true and correct. I have read, understand, and agree to the terms and conditions of the MPN, including the Borrower Request, Certifications, Authorizations, and Understandings and the accompanying Borrower's Rights and Responsibilities Statement. I agree to repay in full all loans made under this MPN according to the terms and conditions of the MPN.
(Your response will be recorded and made part of your completed MPN.)

First Name:

*

Middle Initial:

Last Name:

*

The time and date of your signature will be recorded and be made part of your completed MPN.

Exit

SIGN & SUBMIT