



Master Promissory Note (MPN)

The Master Promissory Note (MPN) is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of your loan(s).

1. Log in at www.StudentLoans.gov with your Federal Student Aid PIN. Parents must sign in using their own Federal Student Aid PIN to complete their MPN. If you do not have a Federal Student Aid PIN, visit www.pin.ed.gov.
2. Click on **Complete Master Promissory Note**
3. Select the type of loan you would like to receive:



Subsidized/Unsubsidized

(Direct Subsidized or Direct Unsubsidized Loans available to eligible undergraduate or graduate/professional students. Students must be signed in with their own [Federal Student Aid PIN](#).)



Graduate PLUS

(Direct PLUS Loans available to eligible graduate/professional students. Students must be signed in with their own [Federal Student Aid PIN](#).)



Parent PLUS

(Direct PLUS Loans available to eligible parents of eligible dependent undergraduate students. Parents must be signed in with their own [Federal Student Aid PIN](#).)

*A separate MPN is required for each type of loan.

** Frequently asked questions about MPN can be found at

<https://studentloans.gov/myDirectLoan/FAQS.action>.

4. The school will be notified once you've completed your MPN. If your MPN To Do Item is not removed from your To Do List within 72 business hours, please contact the Financial Aid Office at FinancialAid@academyart.edu or 415-618-6190.