



Office of Financial Aid
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Endorsed PLUS Loan Instructions

If you (the Parent/Borrower) were denied the Parent PLUS Loan, you (the Parent/Borrower) have the option to add an Endorser. Here are the steps you (the Parent/Borrower) need to follow:

1. Identify someone with good credit to endorse your PLUS Loan.
2. Give the Endorser the Endorser Code. This can be found on the PLUS Loan application.
3. Have your Endorser create an FSA ID via <https://fsaid.ed.gov>, if he/she doesn't already have one. If he/she has any issues, call FSA at (800) 433-3243.
4. Have your Endorser log in via <https://studentloans.gov/myDirectLoan/launchEndorserAddendum.action> and complete the Endorser Addendum.
5. Please make sure that the Endorser endorses enough for the entire academic year (fall and spring). If you do not know this amount, please contact the Student Accounts Office at AMC via (508) 849-3425 for a balance/estimate. (a processing fee of approximately 4.248% will be added to your loan amount by the Department of Education)
6. Once the Endorser is approved, you (the Parent/Borrower) will need to complete the PLUS Credit Counseling AND the PLUS Loan Promissory Note.
7. BOTH documents must be completed by you (the Parent "Borrower") with your FSA ID, directly after the loan is endorsed, even if you did them before.
8. Please keep in mind that because you were originally denied, an additional \$4,000 (freshman/sophomore) or \$5,000 (junior/senior) was added to the Student's Stafford Unsubsidized Loan for the YEAR and will need to be taken away now that you (the Parent/Borrower) are approved with an Endorser.
9. Please let the Financial Aid Office know when your PLUS Loan is endorsed so that it can be added to the Student's Financial Aid.
10. If you do not request enough funding, the Endorser will need to redo the process with the new amount.