



Texas Southern University
 Office of Student Financial Assistance
 3100 Cleburne, Houston, TX 77004
 Call Center 713-313-7071 Fax Number 713-313-1858
 School Code 003642

FEDERAL PARENT LOAN (PLUS) INSTRUCTIONS AND APPLICATION

Texas Southern University in partnership with Sallie Mae Education Trust has developed a customized PLUS Loan process for your convenience. We encourage parent borrowers to use Sallie Mae, our preferred lender and servicer for PLUS Loans, for the smoothest and most efficient loan process. However, borrowers are not restricted to using Sallie Mae and may choose any lender of their choice. Visit www.em.tsu.edu/financialaid for a complete list of Texas Southern University's preferred lenders.

The Federal Parent (Plus) Loan Process requires the parent to complete the steps listed below.

- Complete Plus Loan pre-approval process and Master Promissory Note at www.parentanswer.com or by calling 888-888-3479. Note:
 - Parents completing the pre-approval process by the telephone will be receive a paper Master Promissory Note in the mail for completion and return to Sallie Mae.
 - Parents completing the pre-approval process via the internet will have the opportunity to either electronically sign the Master Promissory Note or print the Master Promissory Note, sign and mail the MPN to Sallie Mae Loan Corporation.
- If Loan is denied, contact the Office of Student Financial Assistance at 713-313-7071 to discuss alternative types of financial assistance.
- If Parent Loan is approved, Complete, sign and return Federal Plus Loan Application to Office of Student Financial Assistance.
- Parent Loan processed within 14 days working days.
- Receive disclosure statement from Lender specified below.
- Funds released to Texas Southern University's Comptroller's Office.
- Funds applied to student account with three days of the receipt of the check.
- Excess funds returned to student within 14 working days.

To determine whether certification of the Federal PLUS has taken place, the student should visit www.em.tsu.edu, MY WEB DO IT ON-LINE, Financial Aid, and look for his award by term. After the Lender has received the Master Promissory Note from the parent and the certification from TSU, the lender will release the Federal Plus Loan funds, then the funds will electronically transfer into the students account.

A. STUDENT'S INFORMATION

Name _____
Last First MI

Permanent Address _____
Street

_____ City State Zip

Social Security Number _____ - - Date of Birth, (MMDDYYR) _____

B. PARENT'S INFORMATION

Parent's Name _____
Last First MI

Parent's Permanent Address _____
Street

_____ City State Zip

Social Security Number _____ - - Date of Birth, (MMDDYYR) _____

Is parent a U.S. Citizen? Yes No

If no, is parent a permanent resident alien? Yes No Provide alien registration number, A _____

Parent's State of Legal Residence _____ Driver's License Number _____

C. LENDER INFORMATION

Lender's Name _____ Lender Code _____

Parent's Requested Loan Amount \$ _____ PLUS Loan Pre-Approved? Yes No

D. DIRECTIONS FOR DISBURSING PARENT LOAN FUNDS THAT EXCEED THE TOTAL ALLOWABLE OUTSTANDING CHARGES.

I, _____ the parent of _____

request any funds in excess of allowable charges placed on the student's account are forwarded in the name of the Student Parent (check one) at the address listed above.

E. PARENT'S SIGNATURE

Signature _____ Date _____
Month Day Year