

# Financial Aid Office

University of South Carolina Lancaster

PO Box 889 • Lancaster, SC 29721-0889

Phone: 803-313-7068 • Fax: 803-313-7168 • E-mail: [usclfa@mailbox.sc.edu](mailto:usclfa@mailbox.sc.edu)

<http://usclancaster.sc.edu/finaid/index.html>

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## DIRECT PLUS LOAN BORROWER INFORMATION

If you are applying for a Parent Direct PLUS Loan, you are required to complete the following:

### 1. Apply for a PLUS Loan:

**All** borrowers of PLUS loans must apply for the loan and complete the Master Promissory Note on the Web. See below for instructions:

- **POINT** your web browser to <https://studentloans.gov/>.
- Under Manage My Direct Loan, **CLICK** on “**SIGN IN**”
  - **Remember that the PARENT is the borrower, so the parent should be the one to sign in.**
  - **You will be required to enter your SSN, your first two letters of your last name, your date of birth, and your FAFSA PIN.**
    - To apply for a PIN, if you do not already have one, or for customer service regarding a previously assigned PIN, visit [www.pin.ed.gov](http://www.pin.ed.gov).

- Select “Request a PLUS Loan”
- Follow the instructions to apply for the loan.
- Be sure to enter PARENT information in the borrower section.
- The dependent student information must also be entered in a separate section.
- This application does require a credit check.
- Be sure to select USC Lancaster as your school to receive the results of your application.
- If approved the application will be sent to the school for their certification of eligibility.
- If not approved, the student may be able to borrow additional Direct Stafford Unsubsidized Student Loans, and should contact the Financial Aid Office if interested.

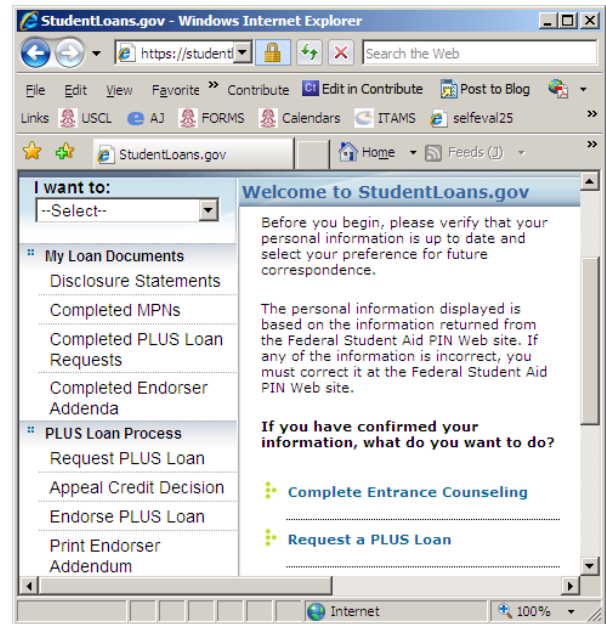
### 2. Master Promissory Note:

**All** borrowers must sign a Promissory Note.

- After completing the entrance counseling, on the **SAME** website **CLICK** on **Complete Master Promissory Note**.
- Download and print a copy for your own records. The Financial Aid Office does not need a copy.

### 3. Accepting and Declining Student Loans:

To accept or decline a student loan, you must go to <https://vip.sc.edu/>



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- **CLICK** on the **Financial** link and select **Financial Aid Awards**.
  - **SELECT** the tab that says **Accept or Decline Your Loans**.
  - **CHOOSE** the option to either fully accept your loan or fully decline your loan.  
You cannot reduce the loan via VIP. You must print the award letter and submit it to the Financial Aid Office.
- 4. Reducing Student Loans:**  
To reduce any Direct Student loan you have already accepted, you may complete a “**Direct Student Loan Reduction Request Form**”, which can be found on our forms page: <http://usclanaster.sc.edu/finaid/Forms/index.html>